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| TYPE: | Administrative |
| TITLE: | Interim COVID-19 Vaccination Policy |
| NO.: | ADMIN-207 |
| RESPONSIBILITY: | Chief Administration Officer + AVP, Human Resources + Dean of Students |
| APPROVED BY: | Durham College Leadership Team |
| EFFECTIVE DATE: | September 3, 2021 |
| REVISED DATE(S): | |
| REVIEW DATE: | April 2022 |

1. Introduction

As the COVID-19 pandemic evolves, Durham College continues to take action to protect our campus. Decisions related to the College's response to COVID-19 and its Variants of Concern are driven by the guiding principles of taking all reasonable precautions and measures to protect the health and safety of the campus community. In keeping with this purpose, Durham College is implementing a COVID-19 vaccine policy.

Public health guidance on measures for fully vaccinated, partially vaccinated, and unvaccinated individuals may continue to evolve and could affect this policy. The College will continue to comply with all federal, provincial and local public health regulations.

This policy applies to all Durham College students, employees, clients, contractors, visitors and/or other guests on Durham College campuses, at affiliated facilities and in student residences.

2. Purpose

The purpose of this policy is to communicate the College's expectations and provide direction on the conditions under which individuals will be permitted on Durham's campuses, College operated property, or sanctioned events on College property.

3. Definitions

Refer to [Durham College's Standard Definitions](#).

4. Policy statements

- 4.1. Effective September 3, 2021, Durham College requires that all individuals attending campus, College operated property or College sanctioned events be either fully vaccinated with an accepted vaccine or have received the first of a two-dose vaccine as a condition to come on campus to study, work, or live in student residence.

- 4.2. Durham College requires that individuals attending campus, College operated property or College sanctioned events be fully vaccinated against COVID-19 with an approved vaccine by Sunday, October 17.
- 4.3. This policy applies to all employees, students, contractors, and visitors to campus (clients, customers, community members and committee members) attending College-owned or operated property, or sanctioned events on College property.
- 4.4. The College will accept the COVID-19 vaccines approved by [Health Canada](#) and/or the [World Health Organization](#) (WHO).
- 4.5. Individuals vaccinated with a vaccine other than those approved by Health Canada and/or the WHO will need to follow Durham College health and safety protocols to become fully vaccinated.
- 4.3 Any personal health information collected by the College will be used and disclosed in accordance with the Personal Health Information Protection Act and the Freedom of Information and Protection of Privacy Act.

5. Procedure

5.1. Proof of COVID-19 vaccination

- 5.1.1. Employees and students will be required to provide proof of being fully vaccinated or having received the first dose of a two-dose vaccine, by uploading their COVID-19 vaccine dose administration receipt using the Durham College COVID-19 Pre-Screening application. Proof of full vaccination will need to be uploaded by October 17, 2021.
- 5.1.2. Visitors to campus, including clients, customers, committee and community members will be required to show their vaccine dose administration receipt(s) to security at the College's designated entrances.
- 5.1.3. Additional copies of personal vaccination receipts, for those administered in Ontario, can be obtained here: <https://covid19.ontariohealth.ca/>.
- 5.1.4. External contractors will be required to ensure their employees working on Durham College campuses or facilities operated by the College, are fully vaccinated by October 17, 2021.

5.2. Partial COVID-19 vaccination grace period.

- 5.2.1. As of September 3, 2021, individuals who have received the first dose of an accepted two-dose vaccine will, after a minimum of fourteen (14) days from receiving the first dose, be able to attend College-owned or operated property and College sanctioned events, for a grace period that allows them to receive a second dose.

- 5.2.2. Individuals who are not fully vaccinated may be required to follow additional health and safety precautions not applicable to fully vaccinated individuals, including rapid testing protocols.
- 5.2.3. Rapid testing will be available at Durham College's Whitby and Oshawa campuses during the vaccination grace period. Rapid test results will be valid for three days and will be shown to security at the designated entrances to campus.
- 5.2.4. Effective October 18, 2021, the grace period will end, and individuals will not be permitted on campus until they are fully vaccinated.
- 5.2.5. Restrictions applied during the grace period will continue for 14 days after the second dose is administered.

5.3. Exemptions

- 5.3.1. All requests for exemption on medical grounds or grounds recognized under the Human Rights Code must be submitted in writing to the Director, Equity, Diversity and Inclusion at diversity@durhamcollege.ca.
- 5.3.2. The College has the right to make inquiries and to engage with specialists when adjudicating an exemption request.
- 5.3.3. Individuals who receive a medical and/or creed/religion-based exemption are legally required to be accommodated to the point of undue hardship.
- 5.3.4. To continue to protect the health and safety of the campus community, at the sole discretion of Durham College, students or employees with an approved exemption from vaccination may be accommodated.
- 5.3.5. Accommodations may include measures not required of fully vaccinated individuals, for example, rapid testing, which may extend beyond the time period in which testing will be available on campus.
- 5.3.6. Accommodations will not be extended to clients, contractors, visitors and/or any other attendees.

5.4. Employment Condition

Employees scheduled to work on campus, who choose not to be vaccinated, and do not qualify for an exemption based on medical or religious/creed grounds covered by the Ontario Human Rights Code, will face disciplinary action, up to and including termination.

5.5. Clients, contractors, visitors and/or any other attendees.

- 5.5.1. Clients who choose not to be fully vaccinated will not be allowed on Durham College's campuses.
- 5.5.2. From September to December 2021, Durham College campuses will not be open to visitors and/or any other attendees with the exception of

individuals on approved, official College business.

- 5.5.3. Approved visitors and/or any other attendees must comply with this policy and show proof of their receipt of vaccination to security at the College's designated entrances.

6. Roles and responsibilities

- 6.1. The Director, Equity, Diversity and Inclusion will receive requests for exemption from the requirements of this policy, from both students and employees.
- 6.2. The Director, Equity, Diversity and Inclusion will adjudicate requests for exemption on the grounds of religion/creed.
- 6.3. The Dean of Students will oversee the adjudication of requests from students for exemption under this policy for medical reasons.
- 6.4. The Associate Vice-President, Human Resources will oversee the adjudication of requests from employees for exemption under this policy for medical reasons.
- 6.5. The Employee Relations Return to Work Coordinating Committee will hear decision summaries, appeals and complex requests with mitigating factors.
- 6.6. All employees, students, external contractors and visitors are expected to comply with this policy, and measures put in place by the College to protect our campus community from the spread of COVID-19.

7. Accessibility for Ontarians with Disabilities Act considerations

Accessibility for Ontarians with Disabilities Act (AODA) standards have been considered in the development of this policy and procedure and it adheres to the principles outlined in the College's commitment to accessibility as demonstrated by the Accessibility Plan (ADMIN-203).

8. Non-compliance implications

- 8.1 Any individual who makes false attestations about or provides false documentation related to being tested or vaccinated may be subject to disciplinary actions, up to and including expulsion for students, termination for employees, voiding of contracts for clients and contractors and removal/restriction from campus for visitors and/or any other attendees; such individual could also be at risk of criminal liability.
- 8.2 Any external contractor who sends an employee who is not fully vaccinated to a Durham College campus will have taken action deemed cause for the College to terminate the contract with that contractor.
- 8.3 Failure to comply with this policy could result in reputational damage, legal action and/or financial loss to Durham College.

9 Communications plan

- A message will be posted on ICE alerting employees when new or revised policies and procedures are added to ICE.
- A message will be posted on MyCampus alerting students when new or revised policies and procedures are added.

10 Related forms, legislation or external resources

- Ontario Human Rights Code
- Freedom of Information and Protection of Privacy Act
- Ontario Occupational Health and Safety Act and Regulations
- Durham College COVID-19 Vaccination Exemption Request Form