

International Institute of St. Louis
Mandatory Workforce COVID-19 Vaccination Policy

PURPOSE

In accordance with International Institute's effort to provide and maintain a workplace that is free of known hazards, we are adopting this Vaccination Policy to safeguard the health of our employees, volunteers, clients, visitors, everyone's families and the community at large from infectious diseases, such as COVID-19, that may be reduced by vaccinations. This Vaccination Policy will comply with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention and local health authorities, as applicable.

APPLICABILITY

The Mandatory Workforce COVID-19 Vaccination Policy applies to all employees, volunteers, interns and any contracted individuals ("Workforce"). This Vaccination Policy applies to all Workforce regardless of whether they provide services on-site or remotely.

VACCINE MANDATE

All Workforce must have or obtain a COVID-19 vaccination as a term and condition of employment at the Institute, unless an exemption has been approved.

Individuals are considered fully vaccinated 1) two weeks after their second dose in a 2- dose series (such as the Pfizer or Moderna vaccines); 2) two weeks after a single-dose vaccine (such as Johnson & Johnson's Janssen vaccine); or 3) has received a World Health Organization (WHO) approved vaccination in accordance with manufacturer's instructions.

All Workforce shall disclose and provide proof of their vaccination status. Such records will not be included in Workforce members' personnel files.

EXEMPTIONS

- Disability Accommodation

The Institute provides reasonable accommodations, absent undue hardship, to qualified individuals with disabilities that enable them to perform their job duties. If you believe you need an accommodation regarding this Vaccination Policy because of a disability, you are responsible for requesting a reasonable accommodation from the Response Team (or their successor).

- Religious Accommodation

The Institute provides reasonable accommodations, absent undue hardship, to employees with sincerely held religious beliefs, observances, or practices that conflict with getting vaccinated. If you believe you need an accommodation regarding this Vaccination Policy because of your sincerely held religious belief, you are responsible for requesting a reasonable accommodation from the Response Team (or their successor).

ENFORCEMENT

Workforce who are not in compliance with this Vaccination Policy will be placed on unpaid leave until they are in compliance with this Vaccination Policy. Workforce who are out of compliance for more than 30 days may be terminated.

The Institute will continue to monitor developments and follow guidance from the CDC regarding the need for COVID-19 booster vaccinations. When and if booster vaccines are available and recommended, we will communicate at that time whether or not they are required based on medical and scientific guidance.