COVID-19 Health and Safety Agreement 4.0 - Staff

This document affects your legal rights as a Heart of Oregon Corps Employee: Read carefully before signing.

Safety in any environment is actively created by everyone in the environment. At Heart of Oregon Corps (HOC), our culture of safety, our "I've Got Your Back" safety promise, and our safety policies allow us to control inherent risks, including COVID-19.

HOC Protocols have been put in place to mitigate risks requiring Staff to sign this agreement and comply with Heart of Oregon Corps COVID-19 related safety measures throughout the duration of your employment. Each of these elements is further detailed in the HOC COVID-19 Operations Protocols, found at https://heartoforegon.org/news-events/covid-19-response.html

I, as a HOC Staff, agree to the following:

- I agree to comply with Heart of Oregon Corps COVID-19 related safety measures throughout the duration of my employment. I understand COVID safety measures are subject to change.
- I agree to monitor my own health and **NOT** come to work at HOC if I exhibit COVID-19 symptoms, and notify my supervisor, who will inform me of all available leave options (paid or unpaid).
- I agree to practice illness-reducing strategies at work, at home, and in transport to and from Heart of Oregon Corps. These include:
  - Wear masks when required by HOC policy (at HOC);
  - Washing hands often;
  - Avoiding *close* contact with people who are sick, even inside your home;
  - Covering coughs and sneezes;
  - Cleaning and disinfecting frequently touched surfaces daily;
  - Monitoring your health, watching for symptoms including:
    - Fever or chills
    - Cough
    - Shortness of breath or difficulty breathing
    - Fatigue,
    - Muscle or body aches,
    - Headache,
    - New loss of taste or smell
    - Sore throat
    - Congestion or runny nose,
    - Nausea or vomiting,
    - Diarrhea

I acknowledge, as a HOC Staff that:

- HOC has the right to terminate employment or service if a Staff refuses to comply with required safety protocols, including COVID-19 Protocols.
- HOC has a Staff Vaccine Mandate in place, announced on 11/3/21. On or before your 60th day of employment, all HOC Staff must provide HOC with either proof of vaccination showing you are fully vaccinated or have a HOC-approved Medical or Religious Exception in place. ***Staff or Full-Time AmeriCorps members in the Thrift Store or YouthBuild program must be vaccinated upon start date (or have exception) to comply with state education mandates.*
- HOC cannot guarantee zero virus exposure.
- Work at HOC may not be an appropriate choice for People at Higher Risk for Severe Illness, and telework and teleservice options or accommodations are not available for all HOC position types if isolation or quarantine is required.

Check one to communicate your status with HOC *(non-binding):*

- ☐ **I am fully vaccinated** (turn in proof of vaccination with this form)
- ☐ **I plan to be fully vaccinated by my 60th day of employment** (HOC will collect status updates and proof of vaccination)
  - Staff/Full time members in YouthBuild or Thrift Store program must be vaccinated upon hire or have exception.
- ☐ **I am requesting a Religious or Medical Exception now** (turn in Exception Request with this form)
- ☐ **I am unsure and/or would like to discuss options or timelines with HOC**
- ☐ ***Other:*** _____

If you have questions about this agreement, before signing, please contact the HOC staff member you have been working with, or your supervisor. Call 541-633-7834 if you are unsure who to contact.

By signing below, I acknowledge that I have read and understood and agree to abide by the terms and conditions of this agreement.

Signature of Employee	Printed Name	Date