**COMPANY FACE COVERING POLICY**

Effective July 17, 2021 at 11:59 p.m., \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (the “Company”) is revising its policy regarding face coverings in the workplace to align with applicable law and guidance issued by the Los Angeles County Department of Public Health.

Specifically, these changes are necessitated by a Modified Health Officer Order issued by Los Angeles County on July 16, 2021. These changes will remain in effect until modified by the Los Angeles County Department of Public Health.

Upon effective date, all employees will be required to wear face coverings while working indoors or in vehicles, regardless of vaccination status.

Certain employees may be exempt from wearing a mask when performing specific tasks which cannot feasibly be performed while wearing a mask. This exception is limited to the period of time in which such tasks are actually being performed. Employees who cannot feasibly wear a mask while performing their work, must be tested for COVID-19 at least twice per week, unless the employee provides proof that employee is fully vaccinated[[1]](#footnote-1) against COVID-19 or proof of recovery from laboratory-confirmed COVID-19 within the past 90 days against COVID-19.

Employees who cannot wear face coverings due to a medical or mental health condition or disability should contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The Company may amend this policy at any time, for any reason, in its discretion or in accordance with applicable law and guidance.

**Discipline**

Violation of any Company policy, including failure to follow required safety protocols, may result in discipline, up to and including termination.

By signing below, you affirm you have read, understood, and agree to abide by the foregoing Company Face Covering Policy.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature of Employee |  | Date |
|  |  |  |
|  |  |  |
| Printed Name of Employee |  |  |
|  |  |  |

1. An employee is considered “fully vaccinated” if it has been at least 14 days since the employee received the last dose, as recommended by the manufacturer, of a vaccine that has been authorized by the FDA for use in the United States, including vaccinations that have been approved pursuant to an Emergency Use Authorization. For employees fully vaccinated outside of the United States, the vaccination must be listed for emergency use by the World Health Organization. [↑](#footnote-ref-1)