

HR P&P 5.24 –Terms of Employment: Proof of Vaccine Requirement – COVID-19

The Pacific National Exhibition (PNE) is an organization whose mission is to “deliver memorable experiences” primarily through hosting large scale public gatherings at various indoor and outdoor venues at Hastings Park.

The PNE has continually evolved its business operations throughout the COVID-19 pandemic to provide a safe environment for employees, contractors as well as our guests. The factors indicated below provide the basis for adding additional layers of protection against the spread of COVID-19:

- The recent emergence of the more highly transmissible variants and the subsequent increase in COVID-19 cases in BC;
- A recent contained outbreak of cases at the PNE despite having a robust COVID-19 Safety Plan. The impact of the recent outbreak showed how easily transmissible the disease is, how difficult it is to contain and how potentially devastating it could be to the business; and
- The Province of British Columbia’s recently announced requiring proof of vaccination for those individuals attending events demonstrates a shift in the new normal for event related safety standards.

Therefore, in accordance with the Pacific National Exhibition’s duty to provide and maintain a workplace that is free of known hazards, effective immediately the PNE is implementing a new vaccination policy which addresses the above concerns and takes guidance from the Order prescribed by the Provincial Health Officer under the Public Health Act.

This policy will continue to evolve over time in alignment with the protocols established by the Provincial Health Officer (PHO) as well as industry best practices.

Appendix A: [Proof of vaccination - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/health/diseases/communicable/covid-19/vaccination)

I. Scope

All employees (including contractors) who are designated as working in high-risk work environments, will be required to provide proof of vaccination. Examples include:

- Employees (including contractors) who may be required to enter the PNE's event venues (both indoor and outdoor) during event set up or tear down, as well as during an event;
- Other work areas may also be considered high risk, including:
 - departments or work areas that have experienced a COVID-19 outbreak despite having safety protocols in place to prevent such occurrence.
 - those employees who are required to travel or attend off site activities that are deemed high risk.
 - those employees (or contractors) who are required to enter areas of the site booked by other clients who also have proof of vaccination requirements. Examples include film shoots, Circus West.

Definitions

Event Venues – Includes the Forum, Pacific Coliseum, Garden Auditorium, Agrodome, Rollerland, Amphitheatre, Playland or other areas of the site that are specifically designated

PNE Events – includes concerts, family shows, trade and consumer shows and any other ticketed events including PNE WinterLights and Fright Nights

Employees who are not deemed as high risk are encouraged to provide proof of vaccination on a voluntary basis. There may be occasions (ie-corporate lunches, holiday parties, meetings, break room policies) where there is a vaccination requirement. Additionally, it is possible for employees to be later informed that their level of risk has been upgraded, thereby requiring proof of vaccination.

II. Policy Timeline

This policy is expected to be in place until January 31, 2022, however subject to possible extension.

III. PNE Clients, Contractors and Other External Relationships

The PNE has many external stakeholders who contribute to events and public gatherings that take place at Hastings Park. These include vendors, suppliers, clients, contractors, exhibitors, partners, entertainers, associations and other types of third-party groups. The PNE will inform those external parties regarding any requirements for proof of vaccination, as well as the administrative process involved for the subsequent workers, guests and public, prior to entering the PNE's venues.

IV. Non-Compliance

Each case of non-compliance will be reviewed and adjudicated by the People & Culture. Possible outcomes of non-compliance include layoff, unpaid leave of absence or termination of employment, which will depend on the unique circumstance of each case.

External parties who are not in compliance with this policy will not be permitted into the designated venues on site.

V. Procedures

Employees will be notified by the People & Culture department as to whether or not they will be required to provide proof of vaccination.

Employees will be required to follow the instructions of how to access their Vaccination Cards by going to the Government of BC website: <https://www2.gov.bc.ca/gov/content/covid-19/vaccine/proof>. The website is scheduled to be accessible by September 13th. Employees must then email a copy of their Vaccine Card to vaccine@pne.ca by the deadlines listed below.

Those designated employees who are required to work in the Forum (trade show) or access film shoot locations between September 14th to 16th must provide proof of first vaccination Columbia prior to starting their shift on **September 14th**.

All other designated employees must provide proof of their first dose vaccination by Friday, **September 17th**.

By **October 24th** all designated employees will be required to provide proof of their second vaccination if they haven't already done so. Note-in order to be eligible to work as of October 24th, the second vaccine must be received seven (7) days prior.

Timelines may be adjusted for individual cases based on extenuating circumstances, approved by the People & Culture department.

Department heads will inform contractors or other external parties directly regarding any requirements to produce proof of vaccination.

VI. Vaccination Resources:

The Province of British Columbia offers two ways to access vaccination clinics:

1. Drop-in Clinics.

You can access drop-in clinics here:

[Vax for B.C. - Province of British Columbia \(gov.bc.ca\)](#)

2. Register with the Get Vaccinated System

You can access the Get Vaccinated system here:

[Home \(gov.bc.ca\)](#)

VII. Reasonable Accommodation (for valid Medical or Religious Reasons only)

Employees potentially in need of an exemption from this policy due to a medical reason or a sincerely held religious belief may submit in writing a request for accommodation to the People & Culture department to begin the accommodation process as soon as possible. Those seeking a medical exemption will be required to have a questionnaire completed by a medical professional that is licensed by the College of Physicians and Surgeons of British Columbia.

Please note that personally held views about vaccinations are not considered a valid reason for an accommodation. Accommodations will only be granted where they do not cause the PNE undue hardship or pose a direct threat to the health and safety of others.

VIII. Protection of Personal Information

The People & Culture department will collect only the information that is necessary for the implementation of this policy and will limit disclosure of employee vaccination status and any surrounding medical information only to those who require this information in order to administer this policy. This information will be kept strictly confidential and the appropriate protocols will be put in place to protect the privacy of this information, which will be retained only as long as necessary and in accordance with applicable laws.

Please direct any questions regarding this policy to the People and Culture department.

Appendix A: Proof of Vaccination Requirement



Proof of vaccination requirement

By order of the PHO, proof of vaccination will be required to access some events, services and businesses. Starting September 13, you must have at least one dose of a COVID-19 vaccine. By October 24, you must be fully vaccinated.

I need to get vaccinated

The requirement applies to all people born in 2009 or earlier (12+) and covers:

- Indoor ticketed concerts, theatre, dance, symphony and sporting events
- Indoor and outdoor dining at restaurants, pubs and bars
- Nightclubs and casinos
- Movie theatres
- Gyms, pools and recreation facilities
 - Does not include youth recreational sport
- Indoor high intensity group exercise
- Indoor organized gatherings like weddings, parties, conferences, meetings and workshops
- Indoor organized group recreational classes and activities like pottery and art
 - Does not include K to 12 school and before and after school programs
- Post-secondary on-campus student housing. **Note: Students must be partially vaccinated by September 7**

Events, businesses and services will ask to see your proof of vaccination and valid government ID.

The requirement is in place until January 31, 2022, subject to extension.

Vaccination key dates

September 13: Partially vaccinated

By September 13, you must be partially vaccinated.

You're partially vaccinated with 1 dose.

October 24: Fully vaccinated

By October 24, you must be fully vaccinated.

You're fully vaccinated 7 days after dose 2.

Source: <https://www2.gov.bc.ca/gov/content/covid-19/vaccine/proof#required>