

COVID 19 Vaccine Policy

External Users, Contractors & Visitors

Effective Date: 11/9/2021

This policy is intended to supplement the Danforth Center's COVID-19 Vaccine Policy and provide further clarification on the Danforth Center's vaccination requirements for external users of the Center's facility, service contractors who do work in the facility and visitors to the facility. These groups are further defined below followed by an explanation of the vaccination policy for each group.

External Users.

External users are employees of other organizations who have a contract with the Danforth Center to use Danforth Center facilities. External users have a badge to enter the Danforth buildings and greenhouses.

Policy

All external users are required to receive an approved COVID-19 vaccine unless approved for a medical or sincerely held religious belief exemption approved by their employer. Failure to comply with one of the two requirements listed below will result exclusion from the Danforth Center.

Required Action

By December 27, 2021, all external users must submit either of the following to Todd Hornburg the Vice President in of Facilities, Security and Safety at thornburg@danforthcenter.org:

1. **Proof of Vaccination:** Establish fully vaccinated status by submitting a copy or photo of the external user's valid COVID-19 vaccine certification card.
 - Fully vaccinated is defined as having received two doses of the Pfizer/BioNTech (Comirnaty) or Moderna vaccine; or one vaccine dose of Johnson & Johnson Janssen vaccine.
 - A copy of the certification will be retained in a confidential file for each external user and will not be distributed or shared outside of the Security/Safety department;

2. **Proof of approval for a medical or sincerely held religious belief exemption by employer:** External users who cannot receive a COVID-19 vaccine as a result of a medical condition/contraindication or sincerely held religious belief, observance, or practice must receive an exemption approved by their employer. This exemption certification is to be provided by filling out an External User Personnel Information Form with supervisor signature attesting that an exemption was approved.
 - To assist users who may need an accommodation as a result of this exemption, the Danforth Center will engage in an interactive process to determine if a reasonable accommodation can be provided, so long as it does not create an undue hardship for the Danforth Center and/or does not pose a direct threat to the health or safety of others at the Center and/or to the community member. Anticipated accommodations for an exemption include masking, social distancing and daily wellness checks when working onsite.

Routine External Contractors

Routine external contractors are employees of organizations who have a contract with the Danforth Center to provide a service to the Danforth Center and are in the Danforth Center on a daily or frequent basis.

Policy

All routine external contractors with are required to receive an approved COVID-19 vaccine. Failure to comply with this requirement will result in exclusion from the Danforth Center.

Required Action

By January 1, 2022, all routine external contractors must submit the following document to Todd Hornburg the Vice President of Facilities, Security and Safety at thornburg@danforthcenter.org:

1. **Proof of Vaccination:** Establish fully vaccinated status by submitting a copy or photo of the user's valid COVID-19 vaccine certification card.
 - Fully vaccinated means receiving two doses of the Pfizer/BioNTech (Comirnaty) or Moderna vaccine; or one vaccine dose of Johnson & Johnson Janssen vaccine.
 - A copy of the certification will be retained in a confidential file for each routine external contractor and will not be distributed or shared outside of the Security/Safety department;

Service Contractors & Daily Visitors

Service contractors come to the Danforth Center on an infrequent basis to provide service to the Danforth Center.

Daily visitors are defined as individuals who come to the Danforth Center for a daily visit, observance or tour that should not extend beyond 5 days. Long term visitors, like visiting scientists, are subject to the policies defined in the Danforth Center's COVID-19 Vaccine Policy for its workforce.

Policy

A service contractor and visitor will be asked upon entry to the Danforth Center if they are vaccinated, and if they are able to show proof of vaccination, will follow onsite protocols for fully vaccinated individuals. Service contractors and visitors who decline sharing vaccination status or who are unvaccinated will minimally be asked to mask, social distance and complete the daily wellness check with the security department; failure to comply with this requirement will result in exclusion from the Danforth Center.