

GCCVA/GSI COVID-19 GUIDELINES

Effective April 2, 2022

APPLICABLE TO ALL ASSOCIATES

- Effective Saturday, April 2, we will discontinue formal wellness checks and attestations. Support staff and Retail Operations Managers are no longer required to submit a wellness check form. **Associates are expected to remain away from work if they are sick, and managers are still expected to exclude sick associates from the workplace.** Maintain your thermometers as we may need to reimplement wellness checks if COVID cases increase significantly.
- Associates are still required to notify HR whenever you:
 - Are exposed to a person who has tested positive for COVID-19
 - Are taking a COVID-19 test due to symptoms or exposure
 - Have received a positive test result.
- **We will continue to follow CDC guidance about mask usage.** If your store is in a locality that has a high community level, we will require associates to wear a mask. This information is updated weekly, and sites that are required to mask will be notified accordingly.
- Associates who believe that they qualify for a medical or religious accommodation from mask wearing should request it through Human Resources.
- We strongly encourage the use of masks when you cannot maintain physical distancing, or when gathered in classrooms and offices.
- HR will continue to provide guidance for return-to-work under the above circumstances
- Associates are to continue with handwashing, use of hand sanitizer, and the frequent cleaning of commonly used surfaces during the day.
- Vendors/contractors will be expected to follow the masking guidelines in place at respective locations.
- Associates will continue to be notified anytime there is a positive case in their workplace unless the positive case was out of the workplace for at least 48 hours prior to symptoms.

APPLICABLE TO ALL CONTRACT SITES

- When working at a contract site, associates will follow the guidelines imposed by the host.
- If GSI guidelines are more restrictive, associates will follow the GSI guidelines.

APPLICABLE TO SUPPORT STAFF

- We will continue with a hybrid work schedule, with emphasis on telework.
- If there is a business need to come to the support center, that is acceptable.
- Associates should maintain physical distancing when choosing a workstation for the day, using breakrooms, etc.
- If associates cannot maintain six-foot distancing, are gathered in office or meeting room spaces, masks are strongly encouraged.
- There are no limitations to the number of sites that Support Staff can visit each day, but support staff must follow any mask requirements in place in that respective location. You can request a medical or religious accommodation as necessary.
- In-person training classes can begin again. However, classroom size will be limited to 50% of normal capacity.
- Visitors to the CEC will be encouraged to wear a mask. Talent Acquisition staff should maintain distance from any visitors who choose not to mask.