



COVID-19 Vaccination Requirement for Suppliers

Last updated January 21, 2022



Vaccination Requirement

Effective November 15, 2021, all Suppliers working on behalf of AREA and entering AREA or municipal facilities and/or interacting with AREA or municipal employees or the public, will be required to show proof of at least one dose of vaccine to work in or visit AREA or municipal workplaces or worksites. Before February 9, 2022, Suppliers will need to be fully vaccinated.

Supplier includes any person/firm engaged to provide a good, service and/or construction to or on behalf of AREA. Commonly referred to as consultants, contractors, vendors or service providers. This includes all sub-contractors and personnel working for the prime Supplier. E.g., consultants, mail services, videographers, equipment technicians, etc.

- Some exceptions apply:
 - Suppliers who solely provide goods and do not need to be physically on site.
 - Suppliers who provide services virtually with no requirement to interact with AREA or municipal employees or the public.
 - Suppliers who perform work outside of the workplace and do not interact with AREA or municipal employees or the public. E.g., some maintenance activities.
 - Suppliers who only access common areas, accessible to the public. E.g., some courier and delivery services, catering services, etc.
- [Medical exceptions](#) to the proof of vaccination policy for Suppliers requires a [valid medical exemption \(Valid Medical Contraindication\)](#) for the COVID-19 vaccination from a licensed healthcare provider such as a physician or nurse practitioner.
- Suppliers are required to advise the General Manager of AREA, of medical exceptions (numbers and locations impacted but not employee names).
- In the case of valid medical exceptions, Suppliers will be requested to provide the steps the Supplier proposes to undertake to mitigate any associated risks and to work with the General Manager of AREA on other protective measures.



Existing Contracts and Suppliers

- This guidance applies to all new and existing contracts.

Proof of Full Vaccination

- In Nova Scotia, you are considered fully vaccinated 14 days after receiving a full series of a Health Canada approved vaccines.
- For information on how to provide proof of full vaccination, please refer to our most recent Public Health Guidance.

Attestation Process

- Suppliers will be required to attest that any employees and sub-contractors entering AREA or municipal facilities and/or interacting with AREA or municipal employees or the public, on our behalf, have provided the company with proof of full vaccination or at least one dose of vaccine and will be fully vaccinated before February 9, 2022.
- The AREA COVID-19 Supplier Compliance Attestation can be completed [here](#).
- Each Supplier needs to submit one attestation form on behalf of all their employees or contracts that are servicing AREA.

Future Contracts and Suppliers

- Effective January 21, 2022, bidders for contracts will be required to confirm they meet the proof of vaccination requirement to be considered for a new contract. A completed [attestation form](#) will be required prior to the awarding of new contracts.

Monitoring

- Suppliers coming into AREA or municipal workplaces or construction sites must be able to provide proof of full vaccination upon request from the General Manager or front desk reception.



- Suppliers are requested to always carry their proof of vaccination to avoid possible removal from a workplace or construction site.
- We will periodically monitor adherence to the proof of vaccination protocol for Suppliers by requesting to see proof of vaccination.
- Many suppliers may be asked to show proof of vaccination to enter AREA or municipal facilities in the same way our visitors are being asked. In the event there are compliance issues with this protocol, contract termination may be considered. We will make every attempt to work with Suppliers on accommodation requests as part of our relationship with industry.

Frequently Asked Questions

Why is this requirement being put in place?

The ongoing presence of COVID-19 poses a significant risk to our population, including employees and the public we interact with. This direction is aligned to the requirement for all government employees to be fully vaccinated and contributes to maintaining safe and healthy workplaces.

Who is responsible for checking proof of vaccination for Suppliers?

Suppliers are responsible to check their employee's and sub-contractor's proof of vaccination and to attest to it. Suppliers must be prepared to show proof of vaccination at any time while in AREA or municipal workplaces.

Some suppliers (e.g., short-term or infrequent visits) will be processed as Visitor and asked for proof of vaccination at the point of entry to AREA or municipal workplaces.

What if some of my employees will not become fully vaccinated?

Suppliers MAY be required to provide substitute service providers or work with AREA staff to meet the terms and conditions of the contract.

What if a supplier's employee or subcontractor working on an AREA project chooses not to be vaccinated?



If a Supplier's employee(s) can continue to meet the requirements of the contract while working remotely, and any other employees that are working in a AREA or municipal workplace are vaccinated then you may select "Fully Vaccinated". In this situation, the supplier is confirming that they will not send anyone to a provincial workplace who is not vaccinated.

Resources:

- The [proof of full vaccination protocol](#) outlines what fully vaccinated means and what information is required on records to prove full vaccination.
- The [guide for businesses and organizations](#) that gives step by step instructions
- For guidance on how to check proof of full vaccination please consult the [Public Health Guide](#).

Please note that all suppliers coming into AREA or municipal workplaces must be able to provide proof of vaccination upon request from the General Manager or front desk reception.