

Vaccination Policy Guidelines – Members, Guests, Contractors, and Tenants

The following is intended to clarify and provide direction on the implementation of PSAC's COVID-19 Vaccination Policy for members, guests, contractors, and tenants.

Vaccination Verification Process

In contexts where a third party fulfills the requirement of vaccination verification, such as a hotel, restaurant, or conference center, it will be deemed sufficient. In all other circumstances, the event organizer (PSAC staff, elected officers, or designated representatives) will be responsible for ensuring that members attending a PSAC office or event have their vaccination status confirmed as they enter the premises.

Ideally, where possible, the member's vaccination is verified prior to their attendance at a PSAC office or event. This may be done virtually by screen-sharing over Microsoft Teams or Zoom.

Where it is not possible to complete visual proof of vaccination prior to the attendance at a PSAC office or event, the following procedures will apply for in-person verification.

In-person verification may be done in the following ways:

For PSAC offices:

- At 233 Gilmour, PSAC security personnel will be primarily responsible for verifying vaccination status whenever possible. In situations where volume or other logistical circumstances require it, staff (including managers) may be asked to assist in this function.
- At PSAC regional offices, the most appropriate staff person (including managers) based on proximity to the entrance and/or their availability to greet members entering the office, will be responsible for verifying vaccination. If there is not agreement between staff on who that person should be in a given situation, they should contact their direct supervisor to obtain direction.

As mentioned in the policy, if the individual verifying the member's vaccination status has already done so recently, and public health guidance would continue to consider them fully vaccinated, there is no requirement to verify vaccination for each additional visit.

For PSAC events not taking place in a PSAC office:

- The event organizer must ensure that proof of vaccination verification takes place, either by conducting the verification themselves or by assigning the role to an appropriate representative.

As mentioned in the policy, if the individual verifying the member's vaccination status has already done so recently, and health regulations would continue to consider them fully vaccinated, there is no requirement to verify vaccination for each additional visit.

Whenever possible, the preferred method for visual verification will be through official mobile applications along with Picture I.D.

In order to minimize any potential negative reactions from members, they should be informed of the vaccination requirement in advance of their arrival at any PSAC office or event.

Vaccination verification process accountability

All those individuals charged with conducting the verification process are not expected to, and are requested not to, jeopardize their health and safety during the verification process.

If a member is refusing to respect PSAC's vaccination policy and attempts to gain entry, it is not the responsibility of staff, elected officers, or designated persons to physically prevent the member from gaining access to the premises.

The member should be informed that if they continue to place the health and safety of other attendees at risk, that law enforcement will be called to remove them from the premises. No further engagement is required until law enforcement arrives.

The PSAC will not tolerate any violent or harassing conduct in PSAC spaces. The PSAC Constitution and Regulations, the PSAC Policy on Violence in the Workplace, and staff union collective agreements will apply at all times during the vaccination verification process. Any PSAC employee who experiences violence or harassment in a PSAC space, or anyone who witnesses violence or harassment, should not hesitate to report the incident to a person with managerial authority or to seek recourse under the applicable policy or agreement.

Exemptions

Members with valid medical exemptions will be permitted to attend PSAC offices and events. They may be required to complete additional public health measures such as screening or testing.

When a member attends a PSAC office or event with a child that is ineligible for vaccination, the vaccination requirement will not be applied to the child.