



Memo

October 18th COVID-19 Vaccination Requirement for Washington State

From the onset of the COVID-19 pandemic CDK has actively been doing our part to keep our projects moving forward safely and in compliance with Washington State rules and regulations.

The construction industry continues to be impacted by the pandemic as are most businesses in Washington State. Currently COVID-19 cases have increased in Washington State and has resulted in the following proclamation:

On August 9, 2021, Washington Governor Jay Inslee issued Proclamation 21-14 (<https://www.governor.wa.gov/sites/default/files/proclamations/21-14%20-%20COVID-19%20Vax%20Washington%20%28tmp%29.pdf>) requiring COVID-19 vaccination for all healthcare providers, workers, and settings. While there are some complexities within the proclamation, it broadly stated the requirement to be vaccinated applies to onsite and remote employees and volunteers and onsite contractors for health care settings. The Governor has since modified his Proclamation and provided additional guidance on requirements for healthcare contractors and vendors among other changes.

CDK is committed to providing a safe and healthy workplace for our employees, partners and clients. Many of our contracts are classified as "Public Works", which fall under the regulation of the above Proclamation; Requiring only fully vaccinated and proof of vaccination for any and all workers. At any time, you could be needed to work at one of these projects. To that end if you would like to be eligible to work on any Public Works project, we need to confirm that you have been fully vaccinated. You must provide the Safety Department with proof of Vaccination. Acceptable proof is as follows:

- COVID-19 Vaccination Record Card
- Certificate of immunization Status (CIS) Forms printed from the Washington State Immunization Information System.

In the weeks to come the Safety Department will be inquiring on your vaccination status. We understand that your health information is private and sensitive information. CDK will only share your information when it is a contract requirement. It is your choice to share your status or not and we respect which ever decision you choose.

We appreciate your cooperation and understanding. Should you have any questions please contact your Division Manager or The Safety Department.

Sincerely,

Chris H. Davies, CEO