



IMPORTANT NEWS AND HIGHLIGHTS

Vaccine Mandate

On September 9, 2021, President Biden issued Executive Order 14042, "[Ensuring Adequate COVID Safety Protocols for Federal Contractors](#)".

Additional [Guidance issued on September 24th](#) requires all Federal contractors and subcontractors with a covered contract to conform to the following workplace safety protocols:

1. COVID-19 vaccination for all covered contractor employees by 8 Dec 2021, except in limited circumstances where an employee is legally entitled to an accommodation.
2. Compliance by individuals, including covered contractor employee's and visitors, with the guidance related to masking and physical distancing while in covered contractor workplaces; and
3. Designation by covered contractors of a person or persons to coordinate COVID-19 workplace safety efforts at covered contractor workplaces.

As a Federal contractor, THTBC is required to comply with the [Guidance issued by the Federal Government](#).

THTBC has a formal process for requesting a medical exemption or religious accommodation for the mandatory COVID-19 Vaccine.

To make a request for a medical exemption, employees must fill out the "Request for Medical Exemption" form.

To make a religious accommodation request, employees must submit the "Request for Religious Exemption Accommodation" and the "Request for Religious Accommodation Affidavit".

Deadline to submit requests: 31 October 2021

Employees should direct all questions regarding the mandatory vaccine policy, medical exemption, and religious accommodation to COVID@thtbc.com or (571) 402-2802.

Forms: <https://thtbc.com/wellness>

For questions about the COVID vaccine mandate and THTBC exemptions & accommodations:

Website: www.thtbc.com/wellness
Email: COVID@thtbc.com
Call: (571) 402-2802

E.O. 14042:

<https://www.whitehouse.gov/briefing-room/presidential-actions/2021/09/09/executive-order-on-ensuring-adequate-covid-safety-protocols-for-federal-contractors/>

CDC COVID Data Tracker:

<https://covid.cdc.gov/covid-data-tracker/#county-view>

CDC COVID Travel Planner:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-planner/index.html>

THTBC continues to monitor changes and updates related to COVID-19 and is committed to keeping employees fully informed. Any changes in policies and procedures will be communicated to all employees.

BENEFITS

Employee Assistance Program

Ability Assist Counseling Services are available through Hartford. Access is through phone or web.

Toll free: (800) 964-3577

www.guidanceresources.com.

For first time users, click on "Register".

1. In Organization Web ID field enter: HLF902
2. In company Name field enter: ABILI
3. Select "Ability Assist Program" and create username and password.

For more information about health insurance and other benefits, visit <https://thtbc.com/wellness>.

Questions about benefits?

Email benefits@thtbc.com