

***** Receiving the COVID-19 vaccination is not mandated by TNG Retail Services, nor is it a condition of employment. Your decision to receive the COVID-19 vaccination (or not) is completely voluntarily. No Team Member will be subject to discrimination, retaliation or harassment for their personal decision regarding being vaccinated. *****

PURPOSE

In accordance with TNG Retail Service's duty to provide and maintain a workplace that is free of known hazards, the Company has adopted this Policy to safeguard the health of our Team Members and their families; our Client Retail Partners and their patrons, as well as, the community at large, from infectious diseases, such as COVID-19 and influenza, that may be reduced by vaccinations. This Policy complies with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention and local health authorities, as applicable.

SCOPE

All Team Members are encouraged to receive the COVID-19 vaccinations. However, participation is strictly voluntary is not a condition of employment with TNG Retail Services.

PROCEDURES

Team Members who wish to be vaccinated must submit a [Request Form](#) for an **Essential Worker Vaccination Authorization Letter**. TNG Retail Services will provide the personalized verification letter, verifying that the Team Member is part of 1b Priority Group, along with a [Vaccine Finder Directory](#) of vaccine vendor locations.

Team Members who do not obtain a vaccination are still required to continue all safety measures including but not limited to; wear an approved face covering at all times while in the workplace, practicing social distancing (minimum of 6 feet) and frequent hand washing. For more details see [COVID-19 Workplace Health & Safety Protocol](#).

Please direct any questions regarding this Policy to the Safety Department at safety@tngretail.com or call



FREQUENTLY ASKED QUESTIONS

Am I required to get the vaccination?

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Where can I get the vaccination?

Please visit <https://vaccinefinder.org/search/> to find a vaccine vendor near you. Please note that availability may be limited, and some vendors may require an appointment.

What priority group am I in?

TNG Retail Services Team Members are classified as Group 1b. Phase 1b includes – Frontline essential workers: first responders (e.g., firefighters and police officers), corrections officers, **food and agricultural workers**, U.S. Postal Service workers, manufacturing workers, **grocery store workers**, public transit workers, and those who work in the education sector (teachers and support staff members) as well as childcare workers.

If I have already had COVID-19 and recovered, do I still need to get vaccinated with a COVID-19 vaccine?

Per the [CDC Guidelines](#); Yes, you should be vaccinated regardless of whether you already had COVID-19.

Do I need to follow the Company's Safety Protocol after the vaccination?

Yes. Team Members are required to adhere to the Company's Safety Protocol Policy regardless of whether they have received the COVID-19 vaccination. See [COVID-19 Workplace Health & Safety Protocol](#) for more information.

Will I get a letter proving my priority group?

Yes. Once you have submitted an [online request](#) for your **Essential Worker Vaccination Authorization Letter**. You will receive an email with your personalized letter to take to your appointment confirming your status as an essential worker in the 1b priority group.

FREQUENTLY ASKED QUESTIONS

How much will I have to pay for the vaccine?

The federal government is providing the vaccine free of charge to all people living in the United States. Vaccination providers can be reimbursed for vaccine administration fees by the patient's public or private insurance company or, for uninsured patients, by the Health Resources and Services Administration's Provider Relief Fund. No one can be denied a vaccine if they are unable to pay a vaccine administration fee.

What If I only get half of the vaccine dose?

With most COVID-19 vaccines, you will need to receive two (2) doses for maximum effectiveness. The second dose should be received even if you have side effects after the first dose, unless a vaccination provider or your doctor advises against the second dose.

I still have questions about the vaccine, what should I do?

For information regarding COVID-19 and the COVID-19 vaccine, please visit the [CDC.GOV](https://www.cdc.gov)