



COVID-19 VACCINATION POLICY

As at 5 November 2021

Policy Statement

Baiada Poultry Pty Ltd and each other related body corporate of that entity ("**Baiada**") aims to provide a safe work environment and to promote the health and safety of all people performing work for Baiada and anyone entering Baiada's premises. As part of Baiada's health and safety obligations, it has a duty to eliminate or if not possible, minimise, so far as is reasonably practicable, the risk of exposure to COVID-19 in the workplace. Baiada considers the vaccination against COVID-19 to be a key control measure to manage the risks of COVID-19 in the workplace.

The obligations referred to in this Policy arise from the laws, regulations and public health orders in each State and Territory of Australia (the "**Safety Regulations**") and the obligations may change following any relevant amendments to the Safety Regulations.

This Policy sets out Baiada's position with respect to all employees, contractors and anyone providing services to Baiada on a paid or unpaid basis (any of whom are referred to in this Policy as a "**Worker**") and visitors to Baiada worksites receiving a vaccination against COVID-19. While Baiada recognises the legitimate rights of individuals to choose whether they receive a COVID-19 vaccination, Baiada considers its obligations to ensure the health, safety and welfare of all Workers and others to be paramount and as such will not consider the personal subjective views of any Worker as a valid reason for non-compliance with this Policy.

Baiada hereby directs all Workers working at all worksites referenced in the Scope section below who do not have a medical exemption (as set out in this Policy) to be vaccinated against COVID-19 by receiving a full course of an Approved COVID-19 Vaccine by the last Required Date (refer to the section headed "Required Dates" for information on dates). In order to meet this timeline, Workers must have a first dose of an Approved COVID-19 Vaccine by the first Required Date. The Approved COVID-19 Vaccine must be administered by a person authorised by law to administer the Approved COVID-19 Vaccine. Baiada considers this to be a necessary condition of employment or service provision and also a lawful and reasonable direction that must be complied with, subject to the terms of this Policy.

For the avoidance of doubt, Baiada will continue to apply all other reasonably practicable COVID-19 control measures, including use of properly worn face coverings and all other personal protective equipment (PPE), physical distancing, good hygiene and regular cleaning and maintenance. All Workers must adhere to Baiada's COVID-19 control measures as may be notified from time to time.

Scope

This Policy applies to all Workers currently engaged by Baiada or who may at a future date be engaged by Baiada (including full-time, part-time and casual employees as well as temporary and permanent employees and apprentices and trainees as well as agency labour

hire, contractors and workplace participants). This Policy also sets out the requirements for visitors to Baiada's worksites to be vaccinated against COVID-19.

This Policy applies to all Baiada worksites and all Workers at those worksites, except for farms that are not located in jurisdictions where the State or Australian Government has issued a health direction or order requiring a person to be vaccinated against COVID-19 in order to access premises that includes a Baiada worksite or any other direction or order requiring a person to receive a COVID-19 vaccination. These farms may be included in this Policy at a later date.

Approved Vaccine

Baiada is committed to striving continually towards a safe and healthy workplace and working environment. This includes taking all reasonably practicable steps required to protect Workers and others from the risk of exposure to COVID-19.

COVID-19 is a highly transmissible respiratory infection, with the potential to cause severe illness or even death. The Australian Government has determined through research and advice from medical experts that vaccination is one of the most effective ways to protect against COVID-19.

To date, the Therapeutic Goods Administration has provisionally approved the following COVID-19 vaccines for use in Australia and these vaccines have been included as part of the Federal Government's vaccine rollout:

- COMIRNATY COVID-19 vaccine sponsored by Pfizer Australia Pty Ltd;
- Vaxzervia sponsored by AstraZeneca Pty Ltd; and
- Spikevax (elasomeran) sponsored by Moderna Australia Pty Ltd,

(any of which are referred to in this Policy as an "**Approved COVID-19 Vaccine**").

Any other COVID-19 vaccination that becomes provisionally registered or registered for use in Australia by the Therapeutic Goods Administration and is included in the Australian Government's vaccine rollout will become an Approved COVID-19 Vaccine for the purposes of this Policy.

Workers are encouraged to speak to their medical practitioner about which Approved COVID-19 Vaccine is most suitable for their circumstances.

Obligations and Responsibilities

As a leading company in the food processing industry, Baiada operates in an environment that is exposed to a high risk of the transmission and spread of COVID-19 and would be significantly impacted by any outbreaks of COVID-19 in its operations. Without proper precautions such as vaccination, Baiada's Workers, customers and stakeholders will be exposed to the risk of avoidable consequences due to the spread of COVID-19 in a Baiada workplace.

Baiada requires that all of its Workers are fully vaccinated against COVID-19 by the last Required Date. Accordingly, all Workers must ensure that receive a full course of an Approved COVID-19 Vaccine as soon as it is available to them. In order to meet this timeline, Workers must have a first dose of an Approved COVID-19 Vaccine by the first Required Date.

In the event that a Worker is unable, or foresees that they will be unable, to receive a first dose of an Approved COVID-19 Vaccine by the first Required Date, or a full course of an

Approved COVID-19 Vaccine by the last Required Date, for reasons beyond their control (such as the unavailability of any Approved COVID-19 Vaccine), they must notify Baiada in writing as soon as possible.

Where a Worker (or someone who is otherwise required to comply with this Policy) has received a full course of a non-Approved COVID-19 Vaccine (for example, where an individual was vaccinated overseas prior to taking-up employment with Baiada and can provide suitable evidence of such vaccinations), then this will be considered on a case-by-case basis by Baiada. A determination will be made on whether the individual concerned is required to receive an Approved COVID-19 Vaccine or not prior to attending Baiada's worksites or other designated workplace.

Required Dates

For Workers who work in New South Wales or Victoria or any visitor attending a Baiada worksite in these locations, the "Required Dates" for receiving a first and second dose of an Approved COVID-19 Vaccine are:

- First dose: 22 November 2021
- Second dose: 15 January 2022

For Workers who work in South Australia, Western Australia or Queensland or any visitor attending a Baiada worksite in these locations, the "Required Dates" for receiving a first and second dose of an Approved COVID-19 Vaccine are:

- First dose: 1 January 2022*
- Second dose: 14 February 2022*

*Baiada may bring forward either of these dates on at least 2 weeks' notice if Baiada considers the COVID-19 situation in South Australia, Western Australia or Queensland has changed from the date this Policy is implemented.

If a Worker from South Australia, Western Australia or Queensland travels to New South Wales or Victoria to work, that Worker must comply with the Required Dates for the location to which they are travelling for work unless agreed otherwise by Baiada.

If a Worker or visitor is in a location where the Australian or State Government has issued a health direction or order requiring a person to be vaccinated against COVID-19 in order to access premises that includes a Baiada worksite, or any other direction or order requiring a person to receive a COVID-19 vaccination, by a date that is earlier than the Required Dates, the Worker or visitor must comply with the earlier date in the health direction or order. This Policy does not override a more stringent Government direction or order and a person must comply with that direction or order.

Baiada may by notice add further Required Dates to accommodate 'booster' doses of Approved COVID-19 Vaccines.

Additional support provided by Baiada

Where reasonably practicable, Baiada will provide additional support to Workers to facilitate the first or second dose vaccination of those Workers with an Approved COVID-19 Vaccine by the Required Dates.

In particular, Baiada will assist with booking medical appointments to receive an Approved COVID-19 Vaccine.

Baiada will consider any reasonable requests made by Workers for further support or alternative arrangements to be made which will facilitate them receiving the first or second dose of an Approved COVID-19 Vaccine by the Required Dates on a case-by-case basis.

If a Worker has any questions regarding these arrangements, they should contact covidhelp@baiada.com.au.

Proof of Vaccination

Once a Worker has received a full dose of an Approved COVID-19 Vaccine, the Worker must provide Baiada with satisfactory evidence to show that the Worker has complied with this Policy. This may include:

- an immunisation history statement from Medicare online; or
- a COVID-19 digital certificate issued by the Australian Government.

This evidence must be provided to a member of Baiada's industrial relations team, your direct manager or covidhelp@baiada.com.au.

If requested by Baiada, a Worker must provide evidence, in a form acceptable to Baiada, of the first dose being received of an Approved COVID-19 Vaccine.

Medical Exemptions

Baiada recognises that there are some people for whom an Approved COVID-19 Vaccine is not recommended.

Workers who are unable to receive an Approved COVID-19 Vaccine due to a legitimate medical contraindication such as their susceptibility to severe allergic reactions may apply for an exemption. Exemptions will only be granted on a case-by-case where Baiada is satisfied that there are medical grounds that provide the Worker with a legitimate reason to decline receiving an Approved COVID-19 Vaccine.

A Worker who applies for a medical exemption must provide satisfactory evidence to enable Baiada to determine whether to grant the Worker a medical exemption from the requirement to receive an Approved COVID-19 Vaccine. Evidence may include, but is not limited to, a statement or record from a health practitioner supporting the Worker's exemption from complying with the requirement to receive an Approved COVID-19 Vaccine. The medical contraindication must be in the form required by the provisions of any Safety Requirements issued by the relevant authority in the jurisdiction where the Worker predominantly works or, if there is no such form, in another form that is reasonably acceptable to Baiada.

The Australian Government Medicare Immunisation Register immunisation medical exemption form can be found at <https://www.servicesaustralia.gov.au/organisations/health-professionals/forms/im011>. This form, once properly completed by a health practitioner, is acceptable to Baiada to evidence a medical exemption.

The current form for medical exemptions approved for use in NSW is available at: <https://www.health.nsw.gov.au/Infectious/covid-19/vaccine/Documents/covid-19-vaccine-contraindication.pdf>

At the date of this policy, no other State has an approved form.

In the event that a Worker is granted a medical exemption in accordance with this Policy, Baiada may take all steps necessary to discharge its health and safety obligations to

eliminate or minimise the risk of exposure to COVID-19 in the workplace. Accordingly, any Worker who is granted a medical exemption in accordance with this Policy may be subject to conditions or restrictions related to their job, including re-deployment to another role, restricted facility access and/or additional safety requirements.

Client or customer requirements

It is possible that some of Baiada's customers or clients may require that personnel attending their premises or providing services to them be vaccinated against COVID-19.

Where a Worker does not receive an Approved COVID-19 Vaccine, Baiada may be required to exclude that individual from attending that client or customer's premises or providing services to them. Baiada may also take any further actions necessary to manage any conflicts between a Worker's ability to perform their duties and responsibilities due to them not receiving an Approved COVID-19 Vaccine.

Visitors

As part of its conditions of entry for all worksites, Baiada reserves the right to deny entry to any visitors to a Baiada worksite if they are not able to provide proof in a form acceptable to Baiada that they have received a first dose or a full course of an Approved COVID-19 Vaccine by the Required Dates.

Confidentiality and Privacy

Baiada may maintain a record of Workers or visitors who have received an Approved COVID-19 Vaccine. Any such record, or other information held by Baiada relating to a Worker's or visitor's vaccination status, will be subject to our privacy policy which can be accessed via <https://www.baiada.com.au/privacy-policy>.

Any personal information received by Baiada will be managed in accordance with Baiada's obligations under the *Privacy Act* 1988 (Cth) (the "**Privacy Act**") and Baiada's Privacy Policy.

Baiada will only use and disclose the information collected to the extent required to ensure the safety of its workplace. Baiada will not use information about a person's vaccination status, or disclose such information to any third parties, for any other purpose without the person's consent, unless Baiada is legally required or authorised by law or an exception applies under the Privacy Act.

Information about a Worker's or visitor's vaccination status will be stored in a secure environment within Australia and not disclosed to overseas recipients. If a Worker or visitor wishes to access personal information, correct personal information records, or make a complaint about the way personal information has been managed, the Worker or visitor can contact Baiada's Privacy Officer by email to privacy@baiada.com.au. Please provide as much information as possible so that Baiada can investigate and respond within a reasonable timeframe.

Baiada will regularly review whether Baiada needs to retain this information as the Government and health advice evolves. Steps will be taken to destroy or de-identify the information when it is no longer required.

Breach of this Policy

Baiada considers the directions in this Policy to be lawful and reasonable directions. All Workers and visitors are required to familiarise themselves with this document and adhere

to their obligations under this Policy.

Contraventions of this Policy, including applications for medical exemptions that are not made in good faith or a Worker failing to notify Baiada that they are unable to receive an Approved COVID-19 Vaccine for reasons beyond their control, may result in disciplinary action being taken against the Worker up to and including the termination of the Worker's engagement, employment or work arrangements.

Interaction with other policies

This Policy should be read in conjunction with other relevant policies including:

- Privacy Policy;
- WHS Policy;
- Risk Management Policy.

Contract and variation

This Policy does not impose any contractual obligations on Baiada. While Workers are required to comply with this Policy, it does not otherwise form any part of a Worker's contract of employment, contract for services or other contractual arrangement (except where notified otherwise by Baiada).

Baiada may, from time to time, amend, revoke or vary this Policy in its absolute discretion in accordance with any applicable laws, public health orders and/or advice regarding vaccination against COVID-19.

Contact point

If you have any questions about this Policy, please contact covidhelp@baiada.com.au.