

AGC Biologics COVID-19 Vaccination Policy – U.S. Operations

GENERAL

AGC Biologics has a duty to provide and maintain a workplace that is free of recognized hazards. This includes safeguarding the health of our employees, families, visitors, customers and the community at large from infectious diseases such as COVID-19. Vaccination against COVID-19 is vital in protecting employees and families. Information about the efficacy, safety and benefits of being vaccinated against COVID-19 can be found in “Key Things to Know About COVID-19 Vaccines”, available at <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/keythingstoknow.html>

To meet this responsibility, AGC Biologics has established this COVID-19 vaccination policy. Anyone entering an AGC Biologics facility in the U.S. is required to either be:

1. fully vaccinated against COVID-19, and wear a facemask at all times while in an AGC Biologics facility (except where permitted – at your work station, consuming food or beverages) or when occupying a vehicle with any other person(s) for work purposes. Or:
2. produce a negative COVID-19 test result from a test taken within the seven (7) days prior to entry, and wear a facemask at all times while in an AGC Biologics facility (except where permitted – at your work station, consuming food or beverages) or when occupying a vehicle with any other person(s) for work purposes.

PROOF OF VACCINATION-

To meet the vaccination documentation requirements of this policy, effective December 1, 2021 each employee must provide the following:

1. Written documentation demonstrating they are fully vaccinated. This will consist of one of the following:
 - a. A copy of the COVID-19 Vaccination Record Card
 - b. Record of immunization from a health care provider or pharmacy
 - c. Copy of medical records documenting the vaccination
 - d. Copy of immunization records from a public health, state or tribal immunization system
 - e. Other official documentation containing the type of vaccine administered, dates of administration, name of the health care professional or clinic site administering the vaccine
 - f. European COVID Digital Certificate (EUDCC) or Green Pass
2. Where an employee is not able to produce acceptable proof of vaccination they must provide a signed and dated statement:
 - a. Attesting to their vaccination status
 - b. Attesting that they have lost and are otherwise unable to produce proof of vaccination
 - c. Must include, “I declare (or certify, verify, or state) that this statement about my vaccination status is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties.”

EMPLOYEES IN THE PROCESS OF GETTING VACCINATED

Employees yet to be vaccinated will be paid for time taken to receive vaccinations and up to two (2) days to recover from any side effects. Employees are to work with their managers to schedule an appropriate time to receive offsite vaccinations.

PROOF OF NEGATIVE COVID-19 TEST

1. Effective December 1, 2021 employees who are not fully vaccinated must provide proof of a negative COVID test before entering an AGC Biologics U.S. facility. Proof of a negative COVID test must be provided on a weekly basis (every 7 days) until fully vaccinated.
2. The employee is responsible for the weekly scheduling and cost (if not covered by insurance) associated with COVID testing. Any time associated with COVID testing will be treated as unpaid.

AGC Biologics COVID-19 Vaccination Policy – U.S. Operations

3. COVID tests must be administered through a testing organization (**no home tests are permitted**). Nucleic acid amplification tests (NAAT) and antigen tests both meet the testing requirements of this policy.
4. Employees who have tested positive for COVID-19 or diagnosed with COVID-19 by a licensed healthcare provider will be exempt from the testing requirement for 90-days following the date of their positive test or diagnosis with appropriate documentation, and may return to work after the appropriate quarantine period set forth in - *AGC Biologics Requirements and Guidance Response to Worldwide COVID-19 Pandemic*.

FAILURE TO COMPLY

Failure to comply with this policy will result in immediate deactivation of the employee's badge and restriction of access to AGC Biologics facilities until appropriate vaccination or testing documentation is provided. If onsite work is essential and the employee fails to provide necessary documentation and is restricted from accessing the site, vacation time may be taken in order to comply with this policy. **If an employee does not have available vacation time, limited unpaid leave may be granted on a case-by-case basis. Failure to comply with this policy may result in disciplinary action up to, and including, termination.**

CONTRACTORS AND CONSULTANTS

1. All contractors are required to adhere to this policy as a condition of working on AGC Biologics premises. The contracting company or consultant is responsible for providing vaccination and testing status of its personnel on a weekly basis to the site EHS Department to ensure compliance with this policy.
2. Any costs associated with vaccination, testing or time associated with obtaining vaccinations or COVID-19 tests are the responsibility of the contractor/consultant.
3. Contractors and consultants must adhere to all facility COVID-19 requirements and are prohibited from entering the site if they have any signs of illness.

CLIENTS AND VISITORS

1. All clients and visitors must show proof of vaccination, or a current (within 7 days) negative COVID-19 test, at the front desk and complete all required COVID-19 protocols before admittance to the facility is permitted. Visitors must adhere to all facility COVID-19 requirements and are prohibited from entering the site if they have any signs of illness.
2. A Green Pass (for visitors from Europe) will be considered acceptable documentation for entry to the facility.

DEFINITIONS

Fully Vaccinated: individuals are considered fully vaccinated 1) two weeks after their second dose in a 2- dose series (such as the Pfizer or Moderna vaccines), 2) two weeks after a single-dose vaccine (such as Johnson & Johnson's Janssen vaccine); or 3) has received a World Health Organization (WHO) approved vaccination in accordance with manufacturer's instructions.