

To our valued employees:

The health and safety of our employees and our customers has always been our top priority. In the current environment, it's important for all of us to monitor the rapidly-evolving situation involving the Coronavirus or COVID-19, so we thought it would be helpful to provide an update on how we are handling the situation at the Store.

Therefore, out of an abundance of caution, we would like to take the following steps to address COVID-19.

We ask any employee not feeling well to stay at home and consult with their doctor and with us. Employees are still required to follow established call-off procedures.

If any employee has recently come in contact with someone known or suspected to have the virus, please notify the Company so suitable time-off arrangements can be made (i.e. the use of personal days or vacation time).

We ask that employees adopt a "no hand-shake policy", and when possible, employees should maintain a reasonable distance from other employees and customers.

At the Store, cleaning supplies are available to employees so they may wipe down their work areas and trucks routinely and/or as often as necessary.

Everyday preventative actions are more important than ever to help prevent the spread of respiratory diseases, including but not limited to:

- Washing your hands often with soap and water for at least 20 seconds, especially after using a restroom, before eating, and after blowing your nose, coughing, or sneezing.
- Avoiding close contact with people who are sick.
- Staying at home when you are sick. (Again, Employees are still required to follow established call-off procedures).
- Covering your cough or sneeze with a tissue, then throwing the tissue in the trash, coughing/sneezing into your inner arm if necessary.
- Avoid touching your eyes, nose, mouth.
- Using an alcohol based (at least 60% alcohol) sanitizer, if soap and water is not readily available.
- Drinking plenty of water to stay hydrated.

We would also encourage employees to stay informed at official government websites such as: <https://www.cdc.gov/coronavirus/2019-ncov/about/index.html> for the latest on the COVID-19 situation.

The Company takes the care and safety of our employees very seriously and we will take all prescribed precautions necessary to maintain a safe and healthy environment at work. Should you have any questions or concerns, please direct them to the Store Manager.

Your efforts to help contribute to the health and welfare of our employees during this troubling time are greatly appreciated.

Tue 3/17/2020 4:16 PM [View less](#)

Thanks for your time today.

To recap, the Chancellor has approved 10 business days of administrative leave for PASSHE employees who are unable to work from home. In an attempt to provide for a similar benefit to our employees, I will extend this option to our Bookstore staff. I have been told the Unions on campus have agreed to the terms of the 10 day leave option as follows:

- Up to 10 business days paid leave. If conditions are such that an employee cannot return to work after the 10 days are exhausted, the employee has the option to use accrued leave time (sick, vac, or personal).

Please be advised, Bookstore employees still have access to the store and reporting for work is an option.

We will not be open to the public, but we are operational for the time being. If you are unable to report due to personal, health or family care concerns, the up to 10 days of paid leave is an option.

Please be further advised that if conditions change and our access to campus/the Bookstore is restricted, there is no guarantee any additional administrative leave will be made available. At that time, we will re-evaluate and determine employment statuses going forward.

Feel free to reach out if you have any additional questions or concerns.

Wendy Leitera

Executive Director, SRSGA

237 Robert M. Smith Student Center



Slippery Rock Giant Eagle - COVID-19 Policy/Protocols:

Following discussions with Scott Moberg, Human Resources Consultant, the Company will be following the below protocols as it relates to COVID-19:

In regard to your email dated March 21, 2020 regarding the "Letter of Understanding Work Jurisdiction During Pandemic" the Company does not have an interest in signing the document.

The Company has been working with the needs of our employees on an individual basis and will continue to do so in accordance with the current collective bargaining agreement, State and Federal laws.

In appreciation for our employee's efforts and commitment in response to this National Emergency the Company has and will continue to recognize the employees hard work and dedication by providing bonuses in the form of an hourly bonus of \$1.00 per hour, in addition to, their regular base hourly rate of pay.

The hourly "Rally Bonus" will start retroactively from Sunday March 15, 2020 until Saturday May 2, 2020.

The Rally Bonus will be paid in a lump sum (one-time total bonus payout) shortly after May 2, 2020.

Employees must be actively employed at the time the Rally Bonus is paid in order to receive the lump sum bonus.

If the Union has any questions or would like to meet to discuss any of these matters, please contact me by my cell phone number 412-913-4886.

Regards,

Scott P. Moberg SPHR, SHRM-SCP

LETTER OF UNDERSTANDING WORK JURISDICTION DURING PANDEMIC

The parties, UFCW Local 1776KS and Uniontown Giant Eagle, recognize that certain exigent circumstances have arisen as a result of the current coronavirus pandemic. Specifically, the parties recognize that the employer party to this agreement has experienced unforeseeable staffing exigencies that make full compliance with the work jurisdiction provisions in the parties' labor agreement impracticable. Therefore, to avoid potential disputes under the labor agreement, and to provide fair conditions for employees required to work additional hours due to the pandemic, the parties agree to the following terms on a temporary basis.

1. The parties will make a joint demand of the applicable state agencies or officials to provide funding for a Grocery Store Emergency Child Care Fund and to be classified as first responders for support services.
2. The Company will make all reasonable efforts to accommodate scheduling changes needed by employees with child care needs during school closures, including working different schedules. In addition, the Company and Union agree to work together to help employees find needed child care facilities.
3. Any work done in the meat cutter classification will only be performed by individuals qualified and licensed (where necessary) to perform such work.
4. Workers out on sick leave during this period will not suffer loss in seniority or vacation benefits under the Agreement. For any employees whose H&W coverage is not continued in place by other current provisions of the H&W plan, the parties will work together on a case by case basis to find ways for employees who are out on sick leave during this period to maintain their healthcare coverage.
5. The Company will pay any employee diagnosed with COVID-19 replacement pay while they are unable to work, for a period not to exceed two (2) weeks; with proper certification by a qualified physician.
6. In addition to the above, the Company will also pay any employee who is required to self-quarantine, replacement pay, for a period not to exceed two (2) weeks; if they were guided to do so by their health care provider or if the company requested they do so based on current CDC risk assessment factors, while they are unable to work.
7. The Company, in recognition of its employees and their essential duties, will pay all eligible employees an additional premium of \$1.00 per hour for all hours worked during the following weeks:
 - The week of Sunday, March 15 through Saturday, March 21;
 - The week of Sunday, March 22 through Saturday March 28;
 - The week of Sunday, March 29 through Saturday April 4, and;
 - The week of Sunday, April 5 through Saturday April 11.

The employee must be actively employed as of Sunday, April 12 in order to receive the premium pay. The premium will be paid to eligible employees in a lump sum check.

Letter of Understanding (Continued):

8. This agreement shall be on a non-precedent setting basis and the term of this agreement shall expire on Thursday, April 30, 2020.

FOR THE COMPANY

And Allridge V.P.

Dated: 3-24-20

UFCW LOCAL 1776KS

Ed Am

Dated: 3-24-2020