Returning Associates to Work
Discontinue Home Isolation Protocols for Persons with COVID-19

This guidance applies to the following scenarios

- Individuals who have tested positive with COVID-19
- Individuals who had close contact exposure to someone with confirmed COVID-19
- Individuals who had symptoms of COVID-19, not tested and were required to self-quarantine and monitor as directed by their healthcare provider

This information should be reviewed with each associate that is required to self-quarantine due to a positive COVID-19 diagnosis, close contact with a confirmed COVID-19 or suspected COVID-19 case so they understand their obligations and requirements that must be met to return to work.

The decision to discontinue home isolation should be made in the context of local circumstances as defined by the local public health officials

Options currently include:

1. A non-test-based strategy
2. A test-based strategy

OPTION 1 - Non-Test-Based Strategy

If no test will be utilized to determine if an individual is contagious, the associate can return to work after ALL THREE of these things have happened:

1. No fever for at least 72 hours (that is three full days of no fever without the use medicine that reduces fevers)
2. Other symptoms have improved (for example, when cough or shortness of breath have improved)
3. At least 7 days have passed since the symptoms first appeared

OPTION 2 - Test-Based Strategy

If an individual will be tested to determine if they are still contagious, the associate can return to work after ALL THREE things have happened:

1. No longer have a fever (without the use medicine that reduces fevers)
2. Other symptoms have improved (for example, when cough or shortness of breath have improved)
3. Received two negative tests in a row, 24 hours apart. Your doctor will follow CDC guidelines.
Other Scenarios Where Associates will be Returning to Work

Individuals who were quarantined due to close contact with a confirmed COVID-19 case:

- If the associate has no symptoms, they may return to work after 14 days from last exposure.
- If the associate has symptoms, they should continue to self-quarantine, consult with a healthcare provider and not return to work until the criteria in Option 1 or 2 above are met.

For Persons with COVID-19 who are Hospitalized:

- The decision to allow associates who have been hospitalized with COVID-19 should be made on a case-by-case basis in consultation with a health care provider and local public health officials.

Additional Considerations

- Instruct the employee that they should contact Management/HR when they are ready to return to work.
- CDC continues to advise employers that they should not require a positive COVID-19 test result or a healthcare provider's note for employees who are sick to validate their illness, qualify for sick leave, or to return to work.
- Make clear to all associates, that they will not be able to return any employee to work who has not met the test-based or non-test-based criteria and could knowingly expose or infect another individual.
- HR professionals should utilize a tracking mechanism to manage the process.
COVID-19 Emergency Sick Pay and Attendance Policy

Effective immediately we have instituted the following temporary COVID-19 Emergency Sick Pay and Attendance Policy. It will remain in effect until further notice, and it may be modified or discontinued at any time in response to new developments or changes in the law or government policy.

At all times the purpose of this policy is to balance our twin goals of insuring the safety of our associates and customers, while supplying the needs of the public during the crisis.

1. If an associate who otherwise is able to work but has expressed concern about reporting to work and chooses not to report to work, then the associate may use any available paid time-off, as defined below. The associate will not be subject to the attendance policy during the effective period of this policy, as long as the associate maintains regular contact with the Employer.

2. If an associate is excluded from the workplace due to a government or Employer mandated quarantine without regard to the source of the exposure, or if the store is closed by order of a government entity and the associate is not reassigned to another store, then the eligible associate will be granted sick pay of up to 80 hours for full-timers or up to 40 hours for part-timers. The associate will not be subject to the attendance policy during the effective period of this policy, as long as the associate maintains regular contact with the Employer. An associate who is unable to return after the paid leave under this policy may use any other available paid time-off, as defined below.

3. If an associate contracts a confirmed case of COVID-19, then an eligible associate will be granted sick pay of up to 80 hours for full-timers or up to 40 hours for part-timers. An associate who has available sick leave shall use that leave first, then the associate shall receive any remaining paid time up to the maximum provided by this policy. The associate will not be subject to the attendance policy during the effective period of this policy, as long as the associate maintains regular contact with the Employer. An associate who is unable to return after the paid leave under this policy may use any other available paid time-off, as defined below.

An associate shall become eligible under this policy after sixty (60) days of service. An associate also may be eligible for Unemployment Compensation, Temporary Disability or other government relief, depending upon the applicable federal or state law. Available paid time off shall include earned, but unused, vacation, personal holidays and sick days (where applicable pursuant to the collective bargaining agreement). The benefits provided by this policy are inclusive of any available government relief which may become available.

The Employer at all times will attempt to comply with applicable laws, which may change as the emergency evolves. If so, then the Employer reserves the right to amend or terminate this Emergency Policy. The Employer reserves the right to request documentation from a healthcare professional, if available.

For those associates who are in a collective bargaining unit, this policy is subject to the terms of the collective bargaining agreement and our ongoing negotiations with the collective bargaining representative.
COVID-19 Emergency Temporary Compensation Program

We recognize that our associates have been on the front lines of the current health crisis. Your work has been essential to providing our customers with the vital food and supplies they need. We know that it has not been easy for you, and that you are under the same pressures outside of work that we all feel at this time. Therefore, we want to recognize your service to the public and to our business.

Effective Sunday, March 22, 2020, we will institute the following COVID-19 Emergency Temporary Compensation Program. It will remain in effect until May 2, 2020, or earlier if the crisis ends before that date.

During the term of this Program, the Employer will increase the hourly rate of pay for our affiliated store associates by a $2.00 per hour premium for all hours worked. This amount will be included in your rate of pay for the purpose of calculating overtime. It will not be included in any paid time off.

The Employer at all times will attempt to comply with applicable laws, which may change as the emergency evolves. The Employer reserves the right to amend or terminate this Emergency Program.

For those associates who are in a collective bargaining unit, this program is subject to the terms of the collective bargaining agreement and our ongoing negotiations with the collective bargaining representative.