

EFFECTIVE: SEPTEMBER 1, 2020

# \$2/HOUR Attendance Bonus

We are launching a new attendance bonus for hourly production team members beginning September 1, 2020.



**To qualify, you must work all scheduled work hours each week.**  
When you qualify, you will receive a \$2/hour bonus for all hours worked.



**You are eligible to qualify on a weekly basis.**  
If you have a non-allowed absence this week, you will not receive the bonus. However, you are eligible to qualify again next week.



**Bonuses will be paid weekly in addition to your regular paycheck.**  
Please see your supervisor for the payout calendar and more details.

## Allowed Absences



Vacation  
Holidays  
FMLA  
Jury Duty  
Bereavement (Funeral Leave)  
Sent home by Health Services to quarantine due to work-related COVID contact

## Non-Allowed Absences



Unexcused Absences  
Excused Absences  
Leaving Early from Shift  
Late Arrival to Shift  
Personal Leaves of Absence

*\*New employees will be eligible to participate in the incentive on their first full week of employment.  
\*Employees must be employed on the date of the payout to receive that month's incentive.*

Cargill Protein – North America

# Purpose Pay

NEW PAY PROGRAM  
THROUGH AUGUST 2020

THANK YOU for your commitment to Cargill's purpose to nourish the world in a safe, responsible and sustainable way.

**THROUGH AUGUST 31, 2020**

All hourly production employees will receive a  
**\$2/hour pay incentive**



## Your Health and Safety is Priority

- Please do not come to work if you are sick.
- There are programs in place to help you during this time if you are unwell.
- If you are feeling sick, your first priority is to take care of yourself.

### Pay Incentive Details:

- The temporary **Purpose Pay** increase applies to all hourly, plant team members.
- The temporary **Purpose Pay** increase applies to all hours worked.
- Attendance will not disqualify you from the temporary **Purpose Pay** increase.
- You are not required to work all your scheduled hours to receive the **Purpose Pay** increase.
- The **Purpose Pay** program extends through August 31, 2020.





**We appreciate all you are doing to ensure Cargill Protein – North America can safely continue operations.**

The production facilities across our organization are critical to Cargill and to our global food supply – now, more than ever, families across the U.S. and around the world are relying on us to deliver safe, affordable protein.

**Knowing this we are extending and expanding our pay recognition programs to share our appreciation for your commitment, focus and hard work.**

## Your Safety is Priority

Please do not come to work if you are sick.

There are programs in place to help you during this time if you are unwell.

If you are feeling sick, your first priority is to take care of yourself.

### **Updated and Extended Pay Incentive:**

Your commitment to Cargill and to providing safe, affordable food is incredibly appreciated. Beginning Monday, April 20<sup>th</sup>, we are updating our \$2/hour pay incentive to apply to ALL hours worked. You are not required to work all your scheduled hours for the week – attendance will not disqualify you from this temporary increase. This temporary pay increase applies to all hourly, non-banded plant team members and will extend through May 31, 2020.

### **COVID-19 Pay:**

Employees that must be absent for COVID-19 reasons are eligible to receive their regular pay up to a period of 14 calendar days (80 hours) for time off due to COVID-19. This includes time off for childcare concerns, assuming that all options have been exhausted.

### **\$500 One-Time Bonus\*:**

You are still able to earn a one-time \$500 bonus. This bonus will be paid to hourly production employees who complete their scheduled weekly shift for eight consecutive weeks beginning March 23<sup>rd</sup> and ending May 18<sup>th</sup>. If you have COVID19-related absences or pre-approved vacation during this timeframe, you will still be eligible for the bonus. Again, if you are sick, call in and stay home. Your safety is most important, and we want you to take the time necessary to ensure you are healthy.

*NOTE: If your location is temporarily closed, you are still eligible for the bonus. Once the location re-opens, your 8-week qualification timeline begins where it left off.*

\*This amount is net – after taxes. The total amount paid to you will be increased to accommodate federal, state or provincial taxes in your location. This excludes pre-scheduled vacation or COVID19-related absences.



March 22, 2020

Michele Kessler, Secretary-Treasurer  
United Food and Commercial Workers Union, Local 1776  
2007 Highway 315, Suite 100  
Pittston, PA 18640-6105  
Sent via email [mkessler@ufcw1776.org](mailto:mkessler@ufcw1776.org)

Re: Cargill's response to COVID-19

Dear Michele,

Safety of our employees remains our top priority. The information below talks about some of the steps we are taking to keep our employees safe and our food system strong during the COVID-19 pandemic. We have made several decisions through the lens of putting people first as we try to minimize the financial hardship our employees are facing. We are keeping our facilities open and operating because now, more than ever, families across the U.S. and around the world are relying on us to deliver safe, affordable protein. We ask for your help in ensuring the stability of our food supply by encouraging employees who are healthy to come to work.

How we are handling employees that travel:

- Anyone returning from vacation directed to one point of entry and to check in with our Occupational Health Department.
- Health Services provide a complete screening to individuals returning from a level 2 country or area. Individuals returning from a level 3 country are asked to quarantine for 14 day period. If they are asymptomatic after this time frame they can return to work. If they become symptomatic, they will need a release to return to work.

Tracking:

- Daily tracking by location number people quarantined, people remaining on quarantine, people on vacation outside of their country, number of people out with suspected COVID-19.
- All call ins are reviewed on a daily basis by facility to assess trends.

Social Distancing in Plants:

- Employee Breaks
  - Adjusting break times to reduce the number on break at any given time
  - Changing table configurations so the employees are always facing forward and not across from each other
  - Additional space for breaks (outdoor heated options in tents)
- Meetings / Training (Safety / Orientation etc)
  - Smaller groups with distancing in the rooms
  - Training provided in small groups, with information broken into smaller segments
  - For those that have access, providing more online training



#### Sanitation Procedures:

- Increased frequency of common areas including break rooms, hand rails, restrooms
- Testing a fogging application and other alternative methods to utilize Decon-7 for use in our facilities for our welfare areas.

#### Visitors:

- Visitors are not allowed to enter any Cargill facility (with the exception of established third party providers/contractors i.e. Security / Clean Up) until further notice.
- For established third parties and / or contractors, self-screening guidelines have been implemented at the entrance to all Cargill buildings. This includes asking about past travel as well as current health status.

#### Pay / Attendance:

- Employee's who work every hour of their scheduled shift each week, will receive an additional \$2.00 per hour for the hours worked. This will be effective from March 23, 2020 to May 5, 2020.
- Employees who complete their scheduled weekly shift for the next eight (8) consecutive weeks as of March 23, 2020, will receive a one-time net \$500 bonus. Time off for pre-scheduled vacation and absences related to COVID-19 are excluded.
- Employees that must be absent for COVID-19 reasons are eligible to receive their regular pay up to a period of 14 calendar days (80 hours) for time off due to COVID-19. This includes time off for childcare concerns, assuming that all options have been exhausted.
- There is no attendance discipline being administered for missing work for valid reasons related to COVID-19, but employees must remain in touch with us as to their status.
- Looking at creating a process that would allow for employees with same qualifications to temporarily switch shifts if needed for flexibility.

#### Benefits:

- All of our Marathon Health Clinics remain open to our employees, by appointment only.
- As appropriate, some appointments are being done telephonically instead of in person at Marathon Health.
- All office visits (office, urgent or ER), lab testing and Doctor on Demand fees related to the testing of COVID-19 are waived.
- All employees enrolled in our BCBS medical plan have access to a Doctor on Demand, a virtual physical service available 24 hours a day, seven days a week online.
- Confidential help through Cargill's Work/Life Solutions (our Employee Assistance Program) is available 24 hours a day, 7 days a week. Can access via phone or online.

As you are aware, this is a fluid situation and, as such, we will continue to assess our response. Should you have any questions, please contact me.

Sincerely,

Tanya Teeter  
Vice President of Labor