Colleagues,

Let me begin by thanking you for your engagement and patience these past two weeks regarding National Grid’s obligations to comply with the federal government’s COVID-19 executive orders and associated vaccine mandates. **As I’ve said, this is an evolving situation, and I have new information to share today.**

Soon after [my November 15 all-colleague email](https://urldefense.com/v3/__https:/ngusbusiness.newsweaver.com/eo7y2puvpw/1ucuy8c7e7jw0csujzw2c1/external?email=true&a=5&p=60823546&t=31972820__;!!B3hxM_NYsQ!gf0_Ed1FaOxoCrpJ5AEJvEk7sR3vxaHnIvgRvq1fqKhJJXfnpsGwqH2AVaxxYpjAjR4PCcs$) regarding the federal government’s written confirmation that we must comply with the Federal Contractor Mandate when our areawide contract renews on February 7, 2022, the federal Government Services Agency published new information that appeared to contradict that confirmation.

We met with the GSA during Thanksgiving week for a comprehensive discussion on their updated published guidance and its impact on National Grid’s options and obligations. As a result of those discussions, our current areawide federal government contract will be extended to May 7, 2022, and the need to comply by February 7 with a federal vaccine mandate does not apply at this time. Given the fluidity of this pandemic, we may find that the emergency federal contractor mandate may expire, additional requirements based on new variants may apply, or additional options may be available to the company by May — all of which we will consider.

**This means that our employees and contractors are not required to be fully vaccinated by February 7, 2022**.  We will continue to monitor the situation and will be communicating further updates with you as they become available.

**I realize this is a meaningful change from what we shared on November 15. To help make sure there’s a clear understanding of what this means for you, here’s a recap of what we know today:**

1. National Grid will not be required under our current areawide agreement to have all our employees and contractors fully vaccinated by February 7, 2022.  As you may recall, the Federal Contractor Mandate, if applicable, would require all employees to be vaccinated with no testing option.  Again, given the rapidly changing environment related to vaccine mandates, we will keep you informed if this changes by May 2022, when our contract with the federal government is now due for renewal.
2. **If the Federal Contractor Mandate is not implemented under our areawide agreement, National Grid will then be subject to the Occupational Safety and Health Administration (OSHA) mandate, if that mandate is upheld in court.**This mandate applies to companies with 100 or more employees who are not subject to the Federal Contractor Mandate, and requires all employees to be vaccinated or wear face coverings and undergo regular COVID-19 testing. While the legality of the OSHA mandate is currently being litigated, we are monitoring the guidance and will be prepared to implement the mandate if it is upheld in court.
3. **In anticipation of reporting obligations, all vaccinated colleagues are asked to submit proof** to Health and Wellness by Friday, December 3. If you have received your first of two doses of the vaccine, please submit that information. If you have already submitted your vaccination card, you don’t need to resubmit. Details on how to submit proof of vaccination are included below and [on Grid:home](https://urldefense.com/v3/__https:/ngusbusiness.newsweaver.com/eo7y2puvpw/7zb7paon47kw0csujzw2c1/external?email=true&a=5&p=60823546&t=31972820__;!!B3hxM_NYsQ!gf0_Ed1FaOxoCrpJ5AEJvEk7sR3vxaHnIvgRvq1fqKhJJXfnpsGwqH2AVaxxYpjAR72BZS8$). Any colleague who does not submit proof of vaccination by December 3 will be assumed to be unvaccinated until such time as proof of full vaccination is received and processed.
4. **For those colleagues who have submitted a request for a medical or religious exemption from vaccination, the review of those requests is suspended** and we will not be accepting new requests at this time.
5. **If you are not vaccinated, for the safety and wellbeing of all our colleagues and our customers, we continue to strongly encourage vaccination** for eligible employees. Please talk to a medical professional and get vaccinated if it’s safe for you to do so. You can also learn about the [approved and authorized vaccines currently available](https://urldefense.com/v3/__https:/ngusbusiness.newsweaver.com/eo7y2puvpw/xslkkd8f74qw0csujzw2c1/external?email=true&a=5&p=60823546&t=31972820__;!!B3hxM_NYsQ!gf0_Ed1FaOxoCrpJ5AEJvEk7sR3vxaHnIvgRvq1fqKhJJXfnpsGwqH2AVaxxYpjAcBc3xkA$). Additionally, please review the available employee resources and associated guidance below.

**Next Steps**

As always, we will continue to closely monitor the federal contractor and OSHA mandates and will be prepared to comply if required to do so. We also will continue to monitor new information related to the Omicron variant and potential changes to federal, state or local government policies that may affect National Grid. Finally, we will revisit the establishment of a formal vaccine policy when further information on compliance guidelines is better clarified.

Your safety and wellbeing continue to be our priority. We are taking all reasonable measures to keep you safe on the job site, in the office, and working remotely in the hybrid model.

I thank you all for your patience and appreciate your cooperation as this process continues to evolve. While the situation remains fluid, I believe that our team’s fortitude and commitment to our customers will continue to help us overcome any hurdle.

Regards,

Keri Sweet Zavaglia  
Executive Sponsor, Plan Forward 

**To submit proof of vaccination**

1. Take a photo of the card with your phone, or scan your card, making sure that your name and the dates of the vaccine doses were administered are legible in the photo.

2. Attach the image to an email (do not embed it in the body of an email.)

3. If you are sending a photo of your Excelsior Pass, please include the following information in your email:

* The vaccine manufacturer (Pfizer, Moderna, Johnson & Johnson)
* The dates of both vaccinations for Pfizer or Moderna or the date of your single vaccination for Johnson & Johnson
* Your employee ID

4. Send your proof of vaccination to [Health\_Wellness@NationalGrid.com](mailto:Health_Wellness@NationalGrid.com).

5. Once you submit your card, you will receive an email confirmation from Health and Wellbeing.

6. Upon processing, a copy of your card will be uploaded to your confidential and secure medical records. These records are only accessible by the Health and Wellbeing team and will not be distributed or shared.

7. Continue to submit your daily “symptom check” or enter “home” in time entry until you receive a second email confirming exemption from this process due to card submission.

8. Please allow two weeks for processing.

**Resources to support colleagues**

We appreciate that our colleagues’ views are diverse and have created resources to ensure your voices are heard, as well as offer an opportunity to address your questions and concerns.

* Please visit this [Grid:home page](https://urldefense.com/v3/__https:/ngusbusiness.newsweaver.com/eo7y2puvpw/143y6d0akcjw0csujzw2c1/external?email=true&a=5&p=60823546&t=31972820__;!!B3hxM_NYsQ!gf0_Ed1FaOxoCrpJ5AEJvEk7sR3vxaHnIvgRvq1fqKhJJXfnpsGwqH2AVaxxYpjAOv0ExWI$" \t "_blank) dedicated to National Grid’s COVID-19 policy.
* Review these [answers to commonly asked questions](https://urldefense.com/v3/__https:/ngusbusiness.newsweaver.com/eo7y2puvpw/92gbm9hwpfdw0csujzw2c1/external?email=true&a=5&p=60823546&t=31972820__;!!B3hxM_NYsQ!gf0_Ed1FaOxoCrpJ5AEJvEk7sR3vxaHnIvgRvq1fqKhJJXfnpsGwqH2AVaxxYpjA7LEX-OI$), which also are available on the Grid:home page.
* Please share feedback and questions here: [box.cov19planforward@nationalgrid.com](mailto:box.cov19planforward@nationalgrid.com).
* If you have any questions after discussing this change with your line manager or another organizational leader, you can also reach out to Employee Services at 888-483-2123 or [Employee.Services@NationalGrid.com](mailto:Employee.Services@NationalGrid.com).

**Safety protocols**

* Certain local ordinances have recently expired, and we are therefore updating our indoor mask requirements on company property. Fully vaccinated colleagues are strongly encouraged but not required to mask indoors.  All unvaccinated colleagues are required to wear a mask indoors and practice six feet of social distancing.
* We continue to monitor federal, state, and local requirements, and we will keep you updated on any changes.