



November 7, 2022

This concerns Purolator's implementation of its *Safer Workplaces Policy – COVID-19* (the "**Policy**"). As you know, the Policy requires that, to mitigate the health risks associated with COVID-19 in accordance with the Company's legal obligations, employees attest to being vaccinated against COVID-19 as a condition of employment. Following a transitional period in 2021 to allow employees who wished to be vaccinated to do so, the Policy was made effective on January 10, 2022. Employees who were not compliant with the Policy on that date were authorized to be placed on unpaid administrative leave.

As repeatedly confirmed by Canadian arbitration tribunals, the Policy is consistent with Canada's legal framework, Purolator's legal obligations to provide a safe workplace for its employees, and the terms of your collective agreement. Vaccination remains a safe and highly effective means of protecting yourself, your family members, your colleagues and other members of the public from the serious health complications, including death, caused by COVID-19.

Our records indicate that you have been absent from work on authorized leave since the Policy became effective in January of 2022, and remain non-compliant with the terms of the Policy to this day. While the Company has so far agreed to have you placed on administrative leave, you are reminded that compliance with the Policy constitutes a requirement of your employment.

As part of the Company's review of the Policy and of the impact of the continued absence of non-compliant employees, we are contacting you to advise that you are required to update your attestation of your current COVID-19 vaccination status (i.e. whether you are vaccinated, or unvaccinated). You are required to complete this attestation by no later than November 16, 2022.

Please scan the below QR code to access the confidential online form. Alternatively, you can access the form at purolator.com/vaccineconfirmation.

