



*The following questions and answers are intended to provide additional information to team members with respect to the recently announced decision to return to the workplace.*

### **Why Start Now?**

With what we're learning about the efficacy of the COVID vaccines the risk of returning vaccinated team members is extremely low.

We are also entering our "bridge" phase, meaning we are looking at how to return our broader workforce, with this return being an important initial step.

### **Why Are Vaccines Required in Order to Participate?**

Mercury's approach to the pandemic has been informed by science, including through our engagement of Dr. Zieg, Mercury's chief medical advisor. Based on available data, COVID vaccines are believed to be highly effective at protecting persons from COVID. Among other things, vaccines can lower a team member's risk of experiencing severe COVID symptoms, hospitalization, and may lower a team member's ability to transmit COVID to other persons. We want team members in lower risk categories returning to protect all onsite team members' health and safety.

Please keep in mind that Mercury is not requiring vaccination of all team members to return to work. Being fully vaccinated is only required for team members currently working remotely to return onsite for the reasons described above.

### **What Does it Mean to be Fully Vaccinated?**

A person is considered fully vaccinated two weeks after receiving the last recommended dose of the vaccine.

### **How Do I Prove I'm Fully Vaccinated?**

Mercury is not requiring proof of vaccination status in order to return. As a member of the One Mercury team, we expect team members to be truthful about their vaccination status when requesting to return.

### **What About Team Members Already On-Site?**

Team members currently performing work full-time or part-time on-site are not required to be fully vaccinated to continue working onsite.

### **I'm Fully Vaccinated – Am I Required to Return?**

No. Returning at this time is fully voluntary and no team member should feel obligated to return. Your decision to return to the workplace at this time will not in any way affect your overall employment with Mercury positively or negatively. The return is simply a process for team members who are fully vaccinated to return to sites if they are comfortable doing so.

Team members are encouraged to carefully consider their personal circumstances before returning onsite. This may include consideration of whether the team member resides with non-vaccinated individuals.

Only a team member can decide to request to return onsite at this time and your manager will respect that decision.

### **When Can all Team Members Return?**

Mercury will be releasing our broader Return to the Workplace plan for our entire workforce later in Q4. We anticipate a return in Q1, FY22.

### How Do I Request to Return Onsite?

You should contact your manager to discuss further. Your site leader or manager will communicate to you the frequency with which you can access the site and any other conditions.

### After coming onsite can I change my mind?

Your comfort in being on-site is critically important. If you return to work onsite and your personal circumstances change requiring you to return to remote work, you can do so at any time.

### Are Other Changes Being Made?

**Not at this time.** Other policies around site access and travel are not changing. This includes policies related to social distancing, PPE usage, customer visits, gym access, conference room limits and food deliveries.

### Do I Have to Wear a Mask?

While on-site, team members will abide by all existing requirements around social distancing, mask usage and employee health and safety. This includes wearing a mask as described in Mercury's [Onsite Mask Protocol](#).

The one change being made to Mercury's mask policy relates to mask usage within rooms with closed doors based on guidance. Team members will now not be required to wear masks when alone in offices, phone rooms or meeting rooms that have closed doors. Team members should have a mask readily available to put on if another individual enters the room.

**Important:** This change to mask usage applies to all team members, regardless of vaccination status.

### How Will I Integrate Back to The Site?

Site leadership will provide training around reintegrating into a site. As many of the returning team members have not been on site since the pandemic began, it is critical that all team members understand how to navigate sites safely.

This is particularly true for employees hired after the pandemic began who have never been onsite. Questions about badge access, seating assignment and other considerations will be addressed.

### Am I Required to Complete COVID Testing?

Team members returning onsite are required to participate in initial and routine COVID testing.

*Effective April 19, 2021*