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Based on the President's direction to the Labor Department to require all businesses with 100 or more employees to ensure their workers are either vaccinated or tested once a week and recent Madden survey results on the team growth conferences; Madden will enact the following policy on COVID-19 vaccination.

In order to allow staff, clients, and vendors to attend conferences intelligently, confidently and safely, the company will now require all employees who attend these events to show proof of full COVID-19 vaccination by October 15, 2021. Madden will consider very brief extensions if more time is needed due to scheduling issues. Vaccinations keep you, your colleagues, our families, and our clients safe. Thus, we strongly encourage all of you to make an appointment as soon as possible and to do your part to protect yourself and the community.

Vaccine clinics throughout the country are generally very efficient. Most people appear to be in and out within 15 or 20 minutes. We have decided to compensate employees for the brief amount of time it takes to get the vaccine. We anticipate it will take one hour total to drive back and forth from either your home or the office to the nearest vaccine-administration site and to receive your vaccine. Overtime is not authorized simply for purposes of receiving the vaccine, which is why we ask that you coordinate your vaccine appointment with Human Resources or your supervisor.

In accordance with the law, the company or conference sites may be permitted to exclude anyone (whether an employee, client, or guest) who is showing symptoms of COVID-19 and/or who is not vaccinated from buildings or facilities. Additionally, the FAA may soon require proof of COVID-19 vaccination in order for individuals to fly on airplanes.

Madden recognizes some employees may have legally protected reasons for not being vaccinated. We will consider any such requests for an accommodation on a case-by-case basis and will work to determine other possible avenues, including potential weekly (or more frequent) COVID-19 tests for the individual. If you have any such concerns, please discuss and coordinate with Human Resources.

Once you receive your complete vaccination series (2 doses with Pfizer or Moderna, 1 dose with Johnson & Johnson), please update iSolved with the details. Please reach out to Human Resources to discuss any questions or concerns.

You will find a list of local vaccination sites here:

[Vaccines.gov - Find COVID-19 vaccine locations near you](https://www.vaccines.gov)