



May 10, 2021

Dear ODC Staff:

Thank you for your incredible commitment to ODC and for all of your contributions to keep our community dancing and our organization able to continue through this past year and this spring. Your creativity, flexibility, and hard work make ODC and our work together possible. As we move into permissions to re-open the ODC campus, return to work-on site, and provide in-person activities for students, artists and audience members we are thinking carefully about what steps ODC needs to take to create and maintain a healthy and safe environment for us all.

As an organization we have a legal and ethical obligation to provide a safe environment for our staff and for the members of the public we welcome and offer services for. We have determined that following all health and safety protocols from San Francisco's Department of Public Health and the Centers for Disease Control, and that requiring proof of vaccination for the members of our staff who wish to work in-person on campus is an important component of doing that.

To be clear, ODC is **NOT** requiring proof of vaccination as a condition of employment.

For employees who cannot or do not wish to obtain a vaccine, ODC will allow continued accommodations or will propose additional accommodations, including allowing employees to continue exclusively remote work when his/her/their job function allows.

If you do wish to be eligible to work on campus in-person, we ask that you share the following information with the HR team at: hr@odc.dance

- Your full name
- The date(s) of your vaccine (with an indication of whether the date is for a first/second/or single dose).
- Your vaccine provider's name

This information will be kept confidential and so will any additional correspondence or information you choose to share with us about this topic.

As you determine what is appropriate for you, we offer these resources to support your decision making:

From the Centers for Disease Control

- <https://www.cdc.gov/coronavirus/2019-ncov/community/index.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/keythingstoknow.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/expect/after.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/effectiveness.html>

Information on health and safety and operations protocols ODC is implementing on campus

- For up-to-date, public information please visit: <https://www.odc.dance/reopening>
- As we begin our initial phase of return to in-person class, we will be asking students of the ODC School to show proof of vaccine or a negative test result as they arrive for classes (pre-registration is required). This request will be active between at least May 15 and June 15, while we await new and more explicit mandates from State and local DPH officials.

If you have questions you would like to share or discuss with our HR team about this issue, please contact us here: **hr@odc.dance**

Warmly,

The ODC Human Resources Team