

Updated COVID-19 Related ORNL Site Access Restrictions

June 1, 2020

Subject: Updated COVID-19 Related ORNL Site Access Restrictions

Introduction

Oak Ridge National Laboratory (ORNL) continues to monitor to the spread of COVID-19, and refine protocols related to on-site activities, particularly as the Laboratory contemplates work resumption through phased re-entry. To that end, the Laboratory is implementing additional access controls to minimize the chance that COVID-19 is transmitted within ORNL as our employees, and Laboratory subcontractors commence returning to full-time work status on-site. That said, ORNL will begin requiring subcontractors to be cleared through ORNL Health Services Division in order to gain on-site access. The below updated Site Access requirements supersede those issued on March 29, 2020.

Requirements

For the reasons stated above, UT-Battelle is issuing these updated Site Access restrictions for subcontractors:

Seller shall notify its employees of these COVID-19-related site access restrictions, take all necessary measures to identify employees who require onsite access, and ensure they do not access ORNL without direction from the TPO. Contact the TPO for questions related to this Notice. This Notice applies to all onsite work except deliveries by Common Carriers. The Seller shall flow this Notice down to sub-tier contractors.

Seller MUST contact the Technical Project Officer (TPO) of your Agreement if your employee requires onsite access. The TPO will work through an internal screening process to determine the need for access to the Laboratory by the Seller's employee.

Each Seller's employee who requires site access must complete the *Return to Campus Questionnaire (RTCQ)* at a link to be provided, or completed by written copy, or reviewed verbally with the TPO. The answers will be reviewed by Company's Health Services Division (HSD) staff. Based on the review and the urgency of the need for access one or more of the following actions may take place:

- The employee may be granted access;
- A telephone discussion between the employee and ORNL's HSD;
- The employee may be denied access for a 14-day quarantine period; or
- A medically recommended COVID-19 test may be offered.

All communication above will be between the TPO (or Company designee), ORNL HSD, and your employee. Therefore, it is critical that you maintain communication with your employee throughout this process. Any Seller employee who declines administration of a medically recommended COVID-19 test will have their decision documented and communicated to HSD. Declining a medically recommended COVID-19 test may result in further Lab access restrictions.

Note: Seller and sub-tier employees who are granted access and become sick must NOT access the site.

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This Notice establishes supplemental Site Access requirements under Part 2 or Part 3 APPLICABLE WHEN SELLER PERSONNEL WORK ON DOE SITE of the General Terms and Conditions of your Agreement:

“Whereby, the Company may require additional information before granting access to ORNL facilities and the Seller shall cooperate with such requests.”