

1 **Memorandum of Agreement**

2 The following Memorandum of Agreement (MOA) is entered into by and between Western Washington University  
3 (Western) and the Washington Federation of State Employees (WFSE).

4 WFSE and Western agree to the following:

- 5 1. Beginning September 1, 2021, Western and WFSE will follow [POL-U1300.02 Requiring Proof of COVID](#)  
6 [Vaccination Status](#), which requires documentation of COVID-19 vaccination status or an exemption based on  
7 medical, religious or personal reasons.  
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- 9 2. Employees who receive a COVID-19 vaccination, are scheduled to work onsite, experience adverse side effects  
10 impacting their ability to work onsite, and are able to work remotely, will work with their supervisor on a  
11 remote work plan for the hours needed, not to exceed eight (8) hours in total. This provision is applicable  
12 when the employee receives an initial COVID-19 vaccination shot or shot series only.  
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- 14 3. COVID-19 vaccination and exemption records will be maintained by HR and treated as confidential.  
15 Supervisors will be informed of employees with an exemption to ensure those employees are supported in  
16 complying with Western’s safety requirements.  
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- 18 4. Employees with an exemption must comply with all of the following safety requirements:  
19 4.1. Complete Western’s COVID-19 vaccination education online course  
20 4.2. Submit to a weekly COVID-19 test  
21 4.2.1. Testing costs will be covered by Western.  
22 4.2.2. Time spent testing and travelling to and from the testing site will be considered work time.  
23 4.3. Wear a mask as required by Western  
24 4.4. Physically distance from others in accordance with local health department and university guidelines  
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26 Employees failing to comply with the above safety requirements may be subject to progressive discipline.

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28 Due to the changing nature of the COVID-19 pandemic, either party may reopen this agreement under any of the  
29 following circumstances:

- 30 • A change to the emergency-use authorization status of COVID-19 vaccinations,  
31 • Medical approval of COVID-19 antibody (serology) testing that confirms immunity or protection from  
32 COVID-19 similar to that obtained through a vaccination, or  
33 • A material change to COVID-19 safety guidance from local, state, or federal agencies.  
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35 **For the Union:**

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39 Linda Emin, Labor Advocate  
40 Washington Federation of State Employees  
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8/6/2021

\_\_\_\_\_  
Date

42 **For the Employer:**

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45 Chyerl Wolfe-Lee, Assistant Vice President for HR  
46 Western Washington University

8/6/21

\_\_\_\_\_  
Date