

LONDON DRUGS LIMITED

MEMORANDUM

To: London Drugs Vendors

From: Kevin Sorby / General Manager Retail Operations

Date: October 29, 2021

Subject: Vendor Visits to London Drugs properties – Vaccine status and Face coverings / Covid-19

New requirement: As of November 1st, 2021, any vendor representative visiting London Drugs stores, Distribution Centre or Head Office buildings must provide proof of double **full** vaccination status prior to conducting official business. For anyone with a valid medical exemption, at their own cost, proof of a certified negative Rapid Antigen test within the last 24 hours must be shown. This policy includes all contractors.

London Drugs management will verify vaccination status using the Vaccine Verifier app for each province. The vendor representative will be asked to show government picture ID along with vaccination status. This must be completed prior to official business being conducted.

Please also continue to wear a non-medical face covering properly for the entire visit. In addition, when signing in for your visit as required by our Loss Prevention policy, you must include your phone number for contact tracing.

The visitor must ensure their hands are washed thoroughly before entering the property and after, and all other hierarchy of protection measures must be maintained (physical distance 2 meters, wash hands frequently and thoroughly during the visit to the property, avoid touching your face while wearing a mask, especially around the eyes and mouth, and if you have any signs of illness, do not go into the property). The London Drugs visitor must keep a log noting any employees they had extended personal contact with (beyond 15 minutes) where physical distancing could not be consistently maintained.

Vendor Protocol:

1. If you visit the London Drugs property, please ensure you are feeling well. If you have any of the COVID-19 symptoms, DO NOT enter the property, and report your symptoms to your provincial public health 811 help line. If you are unsure of the symptoms, please check the many resources available to you online with your local provincial public health authority.
2. Be prepared to show Governmental photo ID as well as vaccine status. This status will be scanned using the Vaccine Verifier App applicable to each province.
3. Any vendor representative visiting London Drugs property must also wear a non-medical face covering properly for the entire visit and will be asked to leave if they do not comply. In addition, when signing into a London Drugs property as required by our Loss

Prevention policy, you must include your phone number for contact tracing. The visitor must ensure their hands are washed thoroughly before entering the store and after, and all other hierarchy of protection measures must be maintained (physical distance of 2 meters, wash hands frequently and thoroughly during the visit to the property, avoid touching your face while wearing a mask, especially around the eyes and mouth, and if you have any signs of illness, leave the store).

4. Wash your hands thoroughly upon exiting the store.
5. If you are coming from another retailer or London Drugs property, please ensure your non-medical face covering is not soiled or damp. Please change the face covering before entering the store.