

PROCEDURE FOR HBU (FULL TIME AND SUPPLEMENTAL) EMPLOYEES WHO SELF IDENTIFY WITH COVID-19 SYMPTOMS

SCENARIO # 1 - Employee self identifies with symptoms prior to shift

- Employee calls in absence using the FCA call in procedure (1-800-810-2271) and reports inability to work due to COVID-19 symptoms
- Employee is transferred to Beaumont Employer Services (248-964-6300) to complete a COVID-19 Assessment
 - Employee must have updated contact information on file with the Company
 - If employee abandons call, they must call back and speak to a Beaumont Employer Services representative
 - Employee must respond to phone calls from FCA Medical or Beaumont Employer Services
- Where appropriate, Beaumont Employer Services/FCA Medical refers employee to COVID-19 testing on the same day or within 24 hours
- Employee must attend scheduled testing appointment in order to be eligible for pay
 - If employee misses appointment for any reason, they must call Beaumont Employer Services to reschedule
- Employee will be paid 8 or 10 hours of straight time (based upon regular shift pattern) for up to 3 days pending testing results, if the employee meets all qualifications as set forth below.
 - Employees who test positive may be eligible for disability benefits, must ~~quarantine for up to 14 days,~~ **socially isolate at home for at least 10 days, and prior to returning to work, the employee must must be fever free for 24 hours and have a general reduction in symptoms and be medically cleared to return to work by a healthcare provider. The employee will** reinstate through Medical (Questions on eligibility for disability benefits should be directed to the Union Benefit Rep or Sedgwick)
 - Employees who test negative are required to reinstate through Medical on the employee's next scheduled shift

SCENARIO # 2 - Employee self identifies with symptoms during shift

- Employee notifies Supervisor of symptoms
 - From 8am - 4pm (SHAP, JNAP and TAC Only):
 - Employee is sent to isolated area for Plant Medical interview. Depending on the location, this can be in a separate room within the facility or in the employee's vehicle.
 - If testing is required, employee is directed to show for on-site testing on the same day
 - Outside of 8am - 4pm (SHAP, JNAP and TAC Only):
 - Employee is sent to isolated area for Plant Medical interview. Depending on the location, this can be in a separate room within the facility or in the employee's vehicle.

Date: November 19, 2020 - This procedure is subject to change.



- If testing is required, employee is directed to show for on-site testing on the next available day
- All other locations:
 - Employee is directed to leave the facility by their Supervisor and is not sent to medical
 - Employee is contacted by Plant Medical for interview
 - If testing is required, employee is directed to show for testing
- Employee must attend scheduled testing appointment in order to be eligible for pay
 - If employee misses appointment for any reason, they must call Beaumont Employer Services to reschedule
- Employee will be paid 8 or 10 hours of straight time (based upon regular shift pattern) for up to 3 days pending testing results, if the employee meets all qualifications as set forth below.
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 - Employees who test positive may be eligible for disability benefits, ~~must quarantine for up to 14 days~~, **socially isolate at home for at least 10 days, and prior to returning to work, the employee must must be fever free for 24 hours and have a general reduction in symptoms and be medically cleared to return to work by a healthcare provider. The employee will** reinstate through Medical (Questions on eligibility for disability benefits should be directed to the Union Benefit Rep or Sedgwick)
 - Employees who test negative are required to reinstate through Medical on the employee's next scheduled shift

To qualify for pay for up to three days (8 or 10 hour of straight time, based upon shift pattern) pending COVID-19 tests results, Employees must:

1. Have currently valid contact information on file with the Company;
2. Respond to phone calls from FCA Medical and Beaumont Employer Services immediately;
3. Follow all appropriate procedures for reporting symptoms, as set forth above;
4. Be tested at an FCA designated provider; and
5. Attend the scheduled testing appointment.

As a reminder, providing false or misleading information to the Company is a violation of the Standards of Conduct and can result in discipline up to and including discharge.

Should you have any questions, please contact your Labor Relations representative.

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PROCEDURE FOR CLOSE CONTACT FOR HBU (FULL TIME AND SUPPLEMENTAL) EMPLOYEES TO CONFIRMED CASE

SCENARIO # 1 - Employee self identifies close contact to confirmed case external to work:

- Employee calls in absence using the FCA call in procedure (1-800-810-2271) and reports inability to work due to close contact to confirmed case
- Employee is transferred to Beaumont Employer Services (248-964-6300) to complete a COVID-19 Assessment
 - Employee must have updated contact information on file with the Company
 - If employee abandons call, they must call back and speak to a Beaumont Employer Services representative
 - Employee must respond to phone calls from FCA Medical or Beaumont Employer Services
- Where appropriate, Employees must quarantine for up to 14 days and contact their personal health care provider
 - Employees who develop symptoms while in quarantine must notify Medical. Where appropriate, Medical will refer employee directly to a testing site on the same day or within 24 hours.
 - Employees who test positive may be eligible for disability benefits, must quarantine for up to 14 days, and are required to reinstate through Medical (Questions on eligibility for disability benefits should be directed to the Union Benefit Rep or Sedgwick)
 - Employees who do not develop symptoms while in quarantine will be contacted by Medical prior to quarantine completion to reinstate

SCENARIO # 2 - Employee identified as close contact to confirmed case at work:

- Medical is notified of confirmed case at work
 - During shift, close contact Employee is sent directly home by HR and/or EH&S
 - Off shift, close contact Employee is contacted by HR and/or EH&S
- Medical contacts the employee, confirms close contact, and completes a COVID-19 Assessment as required
- Where appropriate, Employee must quarantine for up to 14 days



- Employee will be paid 8 or 10 hours of straight time (based upon regular shift pattern) for up to 14 days if the employee meets all qualifications as set forth below.
 - Employees who develop symptoms while in quarantine must notify Medical. Where appropriate, Medical will refer employee directly to a testing site on the same day or within 24 hours. Employees who test positive may be eligible for disability benefits, must quarantine for up to 14 days, and are required to reinstate through Medical (Questions on eligibility for disability benefits should be directed to the Union Benefit Rep or Sedgwick)
 - Employees who do not develop symptoms while in quarantine will be contacted by Medical prior to quarantine completion to reinstate
- To qualify for pay for up to 14 days (8 or 10 hour of straight time, based upon shift pattern), Employees must:
 1. Follow Company Health and Safety procedures (i.e. wearing of PPE and practice social distancing);
 2. Have currently valid contact information on file with the Company;
 3. Respond to phone calls from FCA Medical and Beaumont Employer Services Immediately;
 4. Quarantine for up to 14 days;
 5. Follow all appropriate procedures for reporting symptoms, as set forth above;
 6. Where appropriate, be tested at an FCA designated provider; and
 7. Where appropriate, attend the scheduled testing appointment.

As a reminder, providing false or misleading information to the Company is a violation of the Standards of Conduct and can result in discipline up to and including discharge.

Should you have any questions, please contact your Labor Relations representative.

FCA PLANT MANAGEMENT