



memo

To: HII Employees
From: Bill Ermatinger, Executive Vice President and Chief Human Resources Officer
Date: July 23, 2021
Subject: Update To HII's COVID-19 Waiting Period Policy

Dear HII Employees:

Since March 2020, we have monitored and adjusted HII's COVID-19 response efforts to keep our employees safe and support our important mission for our government and industry customers.

The increase in vaccinations and decrease in COVID-19 cases this spring led to nationwide easing of public health restrictions. In turn, on June 1, HII ended the paid waiting period for employees who test positive for COVID-19.

With the growing spread of the COVID-19 delta variant, however, HII leadership has decided to reinstate the paid waiting period for fully vaccinated employees who test positive for COVID-19. **Effective July 26, fully vaccinated employees who test positive for COVID-19 can qualify for a five-day paid waiting period before they are eligible for short-term disability coverage or they are cleared to return to work onsite.** Refer to your division's COVID-19 communications for details regarding this policy.

The Centers for Disease Control and Prevention (CDC) is monitoring the delta variant closely, and current information suggests that COVID-19 vaccines currently available in the United States offer protection. In an abundance of caution, though, HII leadership has updated the COVID-19 waiting period policy to offer greater flexibility to those who test positive for COVID-19 despite being fully vaccinated. **Employees who test positive for COVID-19 and are not fully vaccinated will not qualify for the paid waiting period.**

To apply and qualify for the paid waiting period if you test positive for COVID-19, you must have self-reported in UPoint that you are fully vaccinated and provide a copy of your COVID-19 vaccination record card if you were vaccinated outside Newport News Shipbuilding or Ingalls Shipbuilding. To self-report your vaccination status, log into your UPoint account from www.hiibenefits.com. Once logged in, click the "COVID-19 Self-Reporting" banner at the top of your homepage, read the instructions and fill out the brief questionnaire. **All employees are required to self-report regardless of if they are vaccinated or not.** Note: You do not need to self-report in UPoint if you received your vaccination at Newport News Shipbuilding through QuadMed or at Ingalls Shipbuilding through Singing River Health System.

On behalf of the entire HII leadership team, I strongly encourage you to get vaccinated if you have not already done so. Getting vaccinated is the best way to protect yourself, your loved ones and your team members against COVID-19 and to slow the spread. Studies have also shown that being vaccinated helps keep you from getting seriously ill if you do contract the virus. For information on how to find a no-cost vaccine, review [HII's Vaccine Information for Employees](#).

A handwritten signature in black ink, appearing to read 'Bill Ermatinger'.