Vaccination FAQs for Gilead and Kite Suppliers and Contingent Workers

1. **Why is the company requiring vaccination for employees, suppliers and contingent workers?**
   As a respected world leader in virology and specifically COVID-19, Gilead has a role to play as an example for others in the fight against the pandemic. The scientific data show that vaccines help people survive the disease. They also help limit hospitalizations, severe disease and death, even as infection rates rise.

   As we have said since the beginning of the pandemic, your health and safety – and the health and safety of your loved ones – are our top priority, and vaccination is the most effective way currently available to deliver on that priority.

2. **Who does Gilead and Kite’s vaccination requirement apply to?**
   The vaccination requirement applies to all Gilead and Kite employees, as well as contingent workers currently in physical location-dependent roles, who engage in close proximity with other Gilead or Kite personnel, or who engage with patients or customers on Gilead or Kite’s behalf.
   Contingent workers who have site access (those who have badges or are expected to come on site) are required to be vaccinated.

3. **If a contingent worker based outside of the United States plans on visiting a U.S. site, does the vaccination requirement apply?**
   Gilead and Kite contractors based outside the United States are required to be vaccinated if they visit a Gilead or Kite site in the United States. Exceptions will require approval by a Gilead or Kite VP and Gilead’s Internal Coronavirus Response Team (iCRT). If granted an exception, the individual must comply with protocols established at the particular site (masking, physical distancing, etc.).

4. **If I’m a contingent worker or a supplier that occasionally visits a U.S. site, does the vaccination requirement apply?**
   All U.S.-based contingent workers and suppliers who have a badge or want to perform services on a U.S. site, regardless of frequency, must be vaccinated.

5. **Are remote contingent workers required to adhere to the vaccination requirement?**
   Contingent workers who are fully remote and do not engage in-person with Gilead or Kite personnel, patients or customers, and do not come to site, are not subject to the vaccination requirement.
6. Are contingent workers required to adhere to the vaccination requirement if meeting with Gilead or Kite employees on site or off site?
Yes, contingent workers are required to be vaccinated to attend any in-person meetings or events.

7. What is the process for contingent workers in seeking accommodations?
Contingent workers should be referred to their employers (suppliers) to discuss any potential requests for accommodations.

8. What are the bases for which a contingent worker or supplier may seek an accommodation?
Contingent workers or suppliers who have medical conditions, disabilities or a sincerely held religious belief that prevents getting vaccinated may seek an accommodation with their employer.

9. How does a contingent worker initiate a request for an accommodation?
Contingent workers with sincerely held religious reasons for not being vaccinated, or with a medical condition or disability that prevents them from doing so, may seek an accommodation with their employer (supplier). Please discuss this request with your employer as soon as possible. Your employer will engage in its own process to determine if you are eligible for an accommodation (e.g., do you have a medical condition/disability or a sincerely held religious belief that prevents you from being vaccinated). If you are eligible for an accommodation, then the Gilead or Kite manager will be engaged by your employer to discuss whether the accommodation recommended by your employer is reasonable based on your role and in light of the responsibilities you perform on behalf of Gilead or Kite.

10. If I am eligible for an accommodation, will Gilead have access to my information for my medical or religious accommodation?
No, Gilead will receive limited, relevant information related to accommodation requests, such as what accommodation is requested and who has received an accommodation, and will not have access to details about an underlying medical condition or religious belief. Suppliers should not share personal medical or religious information with Gilead. The Gilead manager’s role in the accommodation process for a contingent worker is to determine whether the accommodation recommended by your employer is reasonable based on your role.

11. What are some potential accommodations?
All accommodations must be approved by the Gilead or Kite manager and may be dependent on the type of role being performed. We continue to encourage vaccination across all roles. Some examples of accommodations could be:

- **Physical location-dependent contingent workers:**
  - Wearing masks (N95 preferred), maintaining physical distancing and requiring that a negative test be taken within the three days prior to coming on site, and testing every three days continuously.

- **Flexible location contingent workers:**
  - Work fully remote
When on site: Wearing masks (N95 preferred), maintaining physical distancing and requiring that a negative test be taken within the three days prior to coming on site, and testing every three days continuously while on site.

Suppliers will evaluate accommodation requests on a case-by-case basis.

12. **How will vaccination status be tracked for contingent workers?**
   Employers of contingent workers will be responsible for tracking vaccination status. Gilead and Kite will be collecting attestations from the employers that they have verified vaccination status, including reviewing proof of vaccination, for their employees.

13. **Should contingent workers upload their vaccination cards to Gilead and Kite’s RSVP tool?**
   No, contingent workers should no longer upload vaccination cards in RSVP. If vaccine cards have already been uploaded in RSVP, there is no further action needed on behalf of Gilead, but there will be actions that likely need to be taken for contingent workers’ employers. Contingent workers who come to Gilead and Kite sites that use the RSVP tool for health screening should continue to use the tool for screening and site entry purposes.

14. **Are delivery personnel required to adhere to the vaccination requirement?**
   No, the vaccination requirement does not apply to delivery personnel such as USPS, Fed Ex, food delivery services and “just-in-time” deliveries. Masking and physical distancing protocols are to be observed. Delivery personnel may not enter any Gilead facility, even if escorted by a host. Meeting points for drop-off must be arranged outside of any Gilead or Kite facility by the Gilead or Kite host.

15. **Are general contractors, sub-contractors and construction contractor personnel working on a job site fully controlled by the general contractor (segregated via fencing from all other Gilead or Kite facilities/spaces/areas and accessed without interaction with Gilead or Kite personnel) required to adhere to the vaccination requirement?**
   Gilead’s vaccination mandate does not apply within the job site (as indicated by fencing) on Gilead or Kite property. The general contractor may establish its own vaccination requirements in this area.

   Any Gilead or Kite employee or contingent worker visiting the construction site must be informed that the Gilead vaccination mandate is not in effect prior to entering the site.

   Contractor or sub-contractor personnel who do not possess a Gilead or Kite badge are not allowed to enter any Gilead or Kite facility and cannot participate in any Gilead or Kite on-site or off-site meetings or events.

16. **Are contractor or sub-contractor personnel who possess a Gilead or Kite contractor badge required to adhere to the vaccination requirement?**
   All contractors or sub-contractors who possess a Gilead or Kite contractor badge are required to be vaccinated.
17. Are construction contractors working on a job site located within a building/space/area occupied by both Gilead or Kite personnel and construction contractors, or a job site that requires shared access to a building/space/area controlled by Gilead or Kite required to adhere to the vaccination requirement? Gilead’s vaccine requirement applies to all construction contractors working in an area controlled by Gilead or Kite, or a job site that requires shared access to an area are required to be vaccinated.

18. Are government officials or Authorities Having Jurisdiction (AHJs) required to adhere to the vaccination requirement?
AHJs coming to site on a routine or periodic basis who have been issued a Gilead badge are required to adhere to the vaccination requirement.

AHJs coming to site on an occasional basis are categorized as visitors and are required to adhere to the vaccination requirement (e.g., FDA Inspectors, City Staff, Police Department, Fire Department). A Gilead or Kite host of an AHJ should verify the visitor’s vaccination status prior to the AHJ’s arrival.

AHJs coming to site in response to a reported active emergency (e.g., Police/Fire Department) are not required to be vaccinated.

19. When will vaccinated, flexible location contingent workers be expected to return to site?
Contingent workers should work with their Gilead manager on when and how they return to site.