

AEO Proof of COVID-19 Vaccination FAQs

Why is AEO asking me questions about my vaccination status?

Under the pending Occupational Safety and Health Administration (OSHA)'s [COVID-19 Vaccination and Testing Emergency Temporary Standard](#) (ETS), AEO would be required by federal law to collect the vaccination status for every one of our associates, including whether the associate is unvaccinated because of a medical condition or a sincerely-held religious belief. While all information provided will be treated with sensitivity and will not be used outside of the purpose for which we are collecting it, knowing the status of our associates will give us the data we need to make smart decisions going forward.

I heard the ETS has been blocked by the courts, why do we still have to do this?

After this ETS was initially stayed by the U.S. Court of Appeals for the Fifth Circuit, the ETS was upheld by the U.S. Court of Appeals for the Sixth Circuit. More information is available [here](#).

What documents can I use to show proof of full vaccination?

- COVID-19 Vaccination Card;
- Record of immunization from a health care provider or pharmacy;
- Medical records documenting the vaccination;
- Immunization records from a public health, state, or tribal immunization information system; or
- Any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the health care professional(s) or clinic site(s) administering the vaccine(s).

I lost my vaccination card. What should I do?

You can contact the pharmacy or health system where you obtained your vaccine for a copy of the card or immunization record. Some pharmacies have electronic copies of immunization records that you can download.

You can also contact your [local health department](#) for a copy of your record.

If you are still unable to provide proof of full vaccination, please contact your HRBP.

I received my booster shot. What date should I use?

When completing the Attestation in AEO Academy, select "Fully Vaccinated + Booster" and use your booster date as your final dose date.

I'm fully vaccinated but I haven't gotten my booster. Does it matter that I don't have a booster?

No. While AEO is collecting booster information from associates who have received booster shots, you are still considered fully vaccinated if you two weeks have passed from your J&J shot or your second Moderna or Pfizer shot.

How do I upload my proof of full vaccination to NEST?

Click [here](#) to upload your documentation via Nest (you must be logged into SSO). There's also a [How-to-Guide \(Spanish version\)](#) on how to upload your documentation from your computer or mobile device.

Note, if you are a Store associate you will only be able to access the Vaccination Attestation via AEO Academy while on Store wifi.

Who will have access to my attestation response and proof of vaccination?

The attestation responses in AEO Academy as well as the vaccination documentation uploaded to Nest will only be accessible to certain individuals in Human Resources, Asset Protection, and Legal, on a need-to-know basis.

I'm partially vaccinated and will be getting my second dose in a few weeks. Should I upload my proof of vaccination now?

Not yet—please wait until you are fully vaccinated to upload your documentation. However, if you work in New York City, please upload your proof of partial vaccination.

I am not vaccinated and think I may be eligible for a medical or religious accommodation. What should I do?

For now, answer the survey indicating you might seek a medical or religious accommodation. If necessary, someone from HR or Benefits will reach out to you individually.

If you work in or are traveling to New York City, please complete the applicable NYC-specific exemption requests:

If you are seeking a religious exemption, please fill out the request form [here](#).

If you are seeking a medical exemption, please fill out the request form [here](#).

I'm not vaccinated yet but would like to be but Care Days expired on December 31, 2021. Will AEO provide any paid time off for me to get the vaccine?

Yes, in accordance with the ETS, AEO will be providing additional time off for the purpose of vaccination—stay tuned for more information!

I'm still on the fence about getting vaccinated. Are there any resources I can review about the vaccine?

Yes, please review the CDC's [Key Things to Know About Covid-19 Vaccines](#) or the [AEO Microsite](#) for more information.

I'm fully vaccinated but haven't uploaded my proof of vaccination. What will this mean for me?

If you do not upload adequate proof of vaccination, AEO will deem you to be unvaccinated for ETS compliance purposes until you provide the necessary documentation.

Are there any consequences for uploading a false documentation or making false representation about my vaccination status?

Yes, submitting false documentation or making false representations is a violation of AEO's Code of Ethics and core value of Integrity. Any such violations will be subject to appropriate discipline, up to and including termination. Additionally, under the Occupational Safety and Health Act, you may be subject to criminal liability for knowingly supplying false statements or documentation.