

### **DESIGNATION OF MIKE KALIS AS A CRITICAL INFRASTRUCTION WORKER**

Executive Order 2020-21, issued by Michigan Governor Gretchen Whitmer on March 23, 2020 (“EO 21”), obligates a business to designate its “critical infrastructure workers.” The State subsequently provided the following additional guidance regarding critical infrastructure workers:

- **Q: Are people who repair homes considered critical infrastructure employees for the purposes of Executive Order 2020-21?**
- **A: In general, yes.** Under the order, critical infrastructure workers include workers “who provide services that are necessary to maintaining the safety, sanitation, and essential operation of residences.” To the extent your workers perform jobs that are necessary to the safety, sanitation, and operation of homes, they may be designated as critical infrastructure workers.

We take seriously our obligation to make available the services to be performed by “critical infrastructure workers” for the services described above. ALLEN EDWIN HOME BUILDERS, LLC has designated **MIKE KALIS** as a “critical infrastructure worker” who is authorized to perform those functions that are necessary to “the safety, sanitation, and operation of homes.”

### **SAFETY AND HYGIENE REQUIREMENTS**

Designating a worker as a “critical infrastructure worker” does not eliminate or relax the requirement that all workers comply with all social distancing and other mitigation measures to protect workers and patrons.

Section 3 of EO 21 requires that “all individuals who leave their home or place of residence must adhere to social distancing measures recommended by the Centers for Disease Control and Prevention, including remaining at least six feet from people from outside the individual’s household to the extent feasible under the circumstances.”

Section 5(c) of EO 21 imposes the following obligations:

- c. Businesses and operations maintaining in-person activities must adopt social distancing practices and other mitigation measures to protect workers and patrons. Those practices and measures include, but are not limited to:
  1. Restricting the number of workers present on premises to no more than is strictly necessary to perform the business’s or operation’s critical infrastructure functions.
  2. Promoting remote work to the fullest extent possible.
  3. Keeping workers and patrons who are on premises at least six feet from one another to the maximum extent possible, including for customers who are standing in line.
  4. Increasing standards of facility cleaning and disinfection to limit worker and patron exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.
  5. Adopting policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person who is known or suspected to have COVID-19.
  6. Any other social distancing practices and mitigation measures recommended by the Centers for Disease Control.

ALLEN EDWIN HOME BUILDERS, LLC has taken the position that a worker will be designated as a "critical infrastructure worker" only with that worker's written consent and agreement to comply with the safety and hygiene requirements identified above, as well as additional requirements which may be imposed. Agreeing to be designated as a "critical infrastructure worker" is not a condition of continued employment.

By signing below I acknowledge and agree that:

1. I am willing to be designated as a "critical infrastructure worker" to perform those property management functions necessary to maintaining the safety, sanitation, and essential operation of residences.
2. I will immediately notify Valerie Medema ([vmedema@allenedwin.com](mailto:vmedema@allenedwin.com)) and Eric Guerin ([eguerin@allenedwin.com](mailto:eguerin@allenedwin.com)) by e-mail if I do not feel well, or suspect that I may have been exposed to the COVID-19 virus, without regard to whether I have any symptoms. I will not report to work unless I have been cleared to do so by Ms. Medema or Mr. Guerin.
3. I will comply with all social distancing and other mitigation measures to protect workers and patrons.

DocuSigned by:  
  
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MIKE KALIS

3/30/2020

Dated: March \_\_\_\_, 2020