



**Great Lakes
Dredge & Dock
Company**

2122 York Road
Oak Brook, Illinois 60523
630 574 3000

Dear GLDD Employee:

Coronavirus (COVID-19), and the current concerns of community spread, have raised novel issues for us and many other businesses. As always, the health and well-being of our employees is of utmost importance to us. While the situation is very fluid and the Center for Diseases Control (CDC) recommendations are evolving, we are moving forward with a policy and preparedness efforts based on what we know today. We will continue monitoring the situation and looking to experts to guide our decision-making, and we expect that policies and procedures may continue to change as the situation evolves.

The attached form is for you to use in assessing your fitness for duty before returning from rotational time off. After using the form to self-evaluate, please communicate to your supervisor that you are (or are not) fit to return to work.

Please understand that we are introducing this requirement because:

1. If you are ill – especially with a possibility that your illness could be COVID-19 – the best place for you to get the care you need is at home or in your local community.
2. If you present symptoms of illness at work, the Company will be forced to quarantine you and;
3. If you have symptoms of illness and come in contact with fellow employees, you will potentially impact not only your ability to work but theirs, as well – with undesirable and potentially far-reaching consequences for all.

Thank you in advance for your cooperation as we continue to deal with the issues that arise from COVID-19.