

3-18-2020

DISH is actively monitoring the unprecedented and rapidly evolving coronavirus (COVID-19) situation. Thankfully, as of this writing, there are no confirmed cases of COVID-19 among DISH employees. DISH remains fully operational; however, the health of its employees is a priority.

Employees have been asked to proactively report symptoms, including fever, cough, or shortness of breath, contact with an individual known to have COVID-19, or recent travel that has occurred in one of the hotspots (WA, CA or international), to DISH'S centralized HR team via a streamlined reporting process imbedded in its HRIS system. Each case is being evaluated on a case-by-case basis and responded to individually. Employees exhibiting symptoms of illness are being asked to stay home/head home immediately, and individuals exhibiting symptoms of COVID-19 will be required to see a doctor before returning to work. As situations come up, DISH is working through them and expects the landscape to continue evolving.

**Below are additional steps DISH is taking to support its team members:**

- \* Across its teams, DISH is encouraging frequent cleaning/sanitization practices, social distancing, wearing gloves, and the avoidance of hand shaking. Management has been advised of the importance of cleaning commonly touched surfaces and objects.
- \* Technicians have been encouraged to use discretion when interacting with customers. Like in any other situation, technicians are being advised to excuse themselves from the situation and contact their management team if they have any safety concerns.
- \* For employees whose attendance is disrupted by school closures or other caregiving needs related to the COVID-19 situation, employees must communicate with their supervisor and we are adjusting our attendance policy, allowing employees to take unpaid time or enabling them to have a negative paid time off (PTO) balance up to 80 hours. Absences related to COVID-19 will not be considered in the administration of the Absence-Tardiness program.
- \* If an individual is subject to a DISH-requested absence due to potential COVID-19-related exposure, a confirmed case of COVID-19, or is subject to a government-mandated quarantine, that individual is eligible to receive up to two weeks of pay, and will be able to have a negative PTO balance up to 80 hours after company-paid time. Such absences will not be considered in the administration of the Absence-Tardiness program.