

**Letter of Agreement (LOA)**

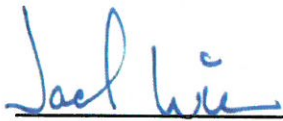
**COVID-19 Vaccine**

For employees who get the COVID-19 vaccination(s), the Company will provide an additional four (4) hours of sick leave to get the vaccine(s) as well as a one hundred (\$100) dollar paycheck credit, upon documented validation of completion.

This applies to employees who receive a vaccination through NextEra Energy Health Center or other available sources outside the Company. Vaccinations through NextEra Energy Health Center will not need to self-report to receive the paycheck credit. Employees who have already received or are in the process of receiving vaccination(s) from outside sources will need to provide proof of vaccination(s) documentation in order to receive the paycheck credit.

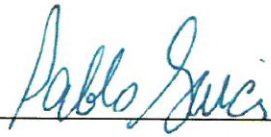
This agreement can be rescinded by either party by giving thirty (30) days written notice.

To the extent the terms of this LOA conflicts with the Letter of Agreement, this LOA shall apply.

  
\_\_\_\_\_  
Jack Wilson  
Business Manager  
System Council U-4, IBEW

3-1-2021

Date

  
\_\_\_\_\_  
For Kelly Tveter  
Director Labor Relations  
Florida Power & Light Company

3-2-21

Date



Dear Members,

The Company and the Union are working together to secure vaccine doses for employees once they are available. There are many unknowns and governmental factors still at play, and we are committed to providing you with ongoing and up-to-date information through this evolving situation.

The Company's goal is to offer on-site vaccinations as supplies become available to every employee at no cost, even if they are not enrolled in a company-sponsored health plan. We support the Company's offer to provide every employee who completes the vaccination, based on the dosing requirement, a **one time four (4) hour credit of sick leave as well as a one time \$100 paycheck credit**. For example, Moderna vaccine requires two (2) doses and Johnson & Johnson requires only one (1) dose.

We encourage you to consider getting the vaccine for you and your family and to take the necessary steps listed below.

#### Interested in receiving the COVID-19 vaccine?

The Company would like to hear from you if you have an interest in receiving a vaccination in anticipation of possible future opportunities (based on worker status or other qualifying criteria) where we can help connect you to a vaccine provider.

In order to expedite the process should these opportunities materialize; we are now offering a voluntary option to indicate your willingness to get the COVID-19 vaccine. By completing this information in HR4U:

- You can sign up to receive potential notifications of opportunities for you and/or your dependents to receive a COVID-19 vaccination from a third-party provider.
- Your information will be shared with a limited number of corporate pandemic team members who can facilitate the connection to third-party vaccine providers.
- Know that this is completely voluntary, and your information will not be used or shared for any other purpose.

#### Instructions for indicating your willingness to voluntarily get a COVID-19 vaccination

- Go to **HR4U** and click on the **COVID-19 Vaccine** tile.
- Click on the **Voluntarily submit your willingness to get the COVID-19 vaccination** link in the pop-up box.
- Select **Willingness to take Coronavirus Vaccination** from the Request Type dropdown.
- Complete the requested information to add any dependents who are willing to get vaccinated.
- Click on the submit button on the bottom right.
- Create a Contact in your phone, name it **NextEra Energy Vaccine Opportunity** with the following number **561-609-3035**. If an opportunity arises for you to get vaccinated, you may receive texts and up to three calls from this number until you pick up and follow the prompts. If you are unable to respond, a member of the HR team will follow up as this phone number is not monitored.
- Be sure your cell number is up to date in HR4U @ **1-844-694-HR4U (4748)**.

### Have you received the COVID-19 vaccine?

In the future, employees who receive a vaccination through a NextEra Energy Health Center will not need to self-report their vaccination status, as the Company will make record of it at the time of vaccination

With COVID-19 vaccinations now becoming available in the community, we are requesting all employees who receive a COVID-19 vaccination from an organization outside the Company to complete the new online self-reporting process via HR4U, or by asking your clerk for assistance.

### Instructions for COVID-19 vaccination self-reporting

- Have an online (e.g. electronic pdf or jpeg) version of your proof of vaccination documentation ready for upload.
- Go to **HR4U** and click on the **COVID-19 Vaccine** tile.
- Click on the **Self-report your vaccination received in the community** link in the pop-up box.
- Select **Self Reporting Coronavirus Vaccination** from the Request Type dropdown.
- Complete the requested information and click the submit button on the bottom right.
- You will be direct to another page where you will click on **Attach First (1<sup>st</sup>) Vaccination Documentation** to-do and upload your proof of vaccination documentation.
- Click on the **Submit** button on the bottom right.
- Repeat this process for the second (2<sup>nd</sup>) dose, where applicable, with "Select **Attach Second Vaccination Documentation**". (for those getting the J&J vaccine – one (1) dose).

In the event an employee cannot sign up to volunteer themselves or self report a vaccination, a COVID team member can assist if needed. This includes adding family members by calling the **HR COVID Response Team at 844-694-HR4U (4748)**.

Thank you for your attention and participation on this topic and for your help and commitment on keeping you, your family and co-workers as safe as possible throughout this pandemic.

 3-4-21

Jack Wilson  
Business Manager  
System Council U-4, IBEW

Date

 3-2-21

For Kelly Tveter  
Director Labor Relations  
Florida Power & Light Company

Date