



Letter of Understanding
Between MACYS Inc
And
UFCW Local 5
Local 5 Union Square Location – Reopening Agreement

June 11th, 2020

Following the closure of all locations as a result of the COVID-19 situation, Macys will be implementing the following reopening guidelines for the UFCW Local 5 Union Square store location. The reopening date for San Francisco Union Square is not yet confirmed; however the company is anticipating that this store will reopen during the month of June 2020.

SAFETY:

Upon reopening, Macy's will implement a series of safety measures to ensure the safety of both colleagues and customers. These measures will include, but not limited to:

1. Distribution of reusable facial masks that are required to be worn at all times.
2. Distribution of gloves and/or aprons for select colleagues based on the nature of work (i.e. colleagues who are processing multiple goods or interaction with customers at high-traffic registers.)
3. Increased and expanded cleaning protocols which will be the responsibility of all colleagues to some extent.
4. Installation of plexiglass sneeze guards at cash wraps.
5. Social distancing indicators will be added as part of store signage.
6. Aligned to our current company practice, colleagues can excuse themselves to leave the floor and wash their hands at any time for a reasonable amount of time; the colleague should notify their People Leader in advance to ensure there is adequate coverage to support customer needs.
7. All colleagues will be allowed to wipe down and sanitize any equipment that the colleague is being required to use. The Company will provide hand sanitizer at every register, building entrance, lounge, breakroom, or display area for colleague and/or customer use.
8. Housekeeping and store leadership teams will ensure all cleaning products and sanitizer are replenished through-out the day. Housekeeping will maintain their typical daily cleaning operations which include disinfecting.
9. The Company will provide the colleagues with the safety protocols via My Insite prior to returning to their respective store with 1:1 People Leader reinforcement, signage will be posted at all colleague and customer entrances outlining the established safety protocols and practices as per the CDC and local government.
10. In the event a colleague is uncomfortable with servicing a customer who is not wearing a mask, as per our established practice, the colleague should contact the appropriate people leader for customer assistance such colleague will not be disciplined for contacting the appropriate People Leader to service the customer.
11. Before and after handling the phone for Macy's Credit Services, colleagues should wipe down the phone with the appropriate disinfectant wipes and upon return of the phone the colleague should wipe the phone down before placing on the receiver.
12. Macy's will comply with state and local government guidance regarding customers wearing masks when visiting the store. Macy's will comply with all additional government and CDC guidelines as required.



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Wellness Checks:

- Employees must complete wellness checks before each shift.
- Employees must take their temperature at home. If the temperature is 100.4°F or higher or if the colleague is experiencing flu-like symptoms or otherwise feeling unwell, the Colleague may not work their shift. The Colleagues may use paid time off or in certain locations, available sick/safe time and may reach out to Colleague Support for assistance.
- When employees arrive to work, the designated People Leader will ask a series of questions — known as Wellness Checks — to ensure the safety of everyone in the store. (This information will not be recorded.)
 - Did you take your temperature before you left for work today?
 - Was your temperature below 100.4°F/38°C?
 - Are you free from all of the following symptoms: new or worsening cough, shortness of breath, sore throat, new loss of taste or smell, chills, muscle pain, headache, or runny nose?
 - Can you confirm that you have NOT had close and prolonged contact with a person who was lab-confirmed to have COVID-19 to your best knowledge? (The CDC defines close contact as being within 6 feet of someone with a confirmed case of COVID-19 for a prolonged period of time, 10 minutes or more, within the last 14 days)
 - If the colleague answers “yes” to all three questions, they should immediately wash or sanitize their hands, ensure they have a face mask on, and proceed to their work area. If the colleague answers no to any one of the three questions, they should be sent home and should be paid for the time it took to conduct the wellness check. If a colleague is sent home due to the outcome of the wellness check, the colleague will not use an attendance credit.
 - The questionnaire portion of the wellness check will be completed while the colleague is “on the clock”.

Other Safety Measures:

- Macy's will provide face masks for each employee on duty. Employees will be provided four (4) reusable face masks upon their return. These masks meet the CDC guidelines and should be worn at all times while at work. The employee is expected to retain, clean and reuse the masks for one month (1 mask per week). At the beginning of the following month, the employee will receive a new set of masks. This process will continue until further notice.
- Per local San Francisco guidelines, colleagues are permitted to wear their own protective mask if the colleague's preferred mask is compliant with the local mandate guidelines.
 - The following types of face masks are not in compliance with the local San Francisco ordinance:
 - N-95 Masks
 - Masks with holes
 - Masks with ventilators
 - For colleagues interested in wearing their own masks from home, they will notify their manager to submit an ASK HR ticket and confirm that the mask type is not prohibited.
 - All colleagues will otherwise be expected to follow the company's outlined policy regarding mask safety.



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- In order to practice social distancing and keep associates safer, the company will temporarily suspend suit-fitting and measuring services in the Men's department. In addition, Men's dress shirts will not be available to try on in the store. Similarly, fitting will also be suspended in the Intimate Apparel department.
- Macy's plans to temporarily suspend personalized shoe fittings in the Men's and Women's shoes departments.

Required Quarantine:

- Macy's has implemented a COVID-19 Emergency Leave and Pay policy for non-furloughed colleagues. If a colleague has been diagnosed with COVID-19 or is required to quarantine by their healthcare professional, a governmental agency, or Macy's, he/she will be eligible for up to two week's pay.

Hours of Operation:

- Upon initial reopening, Macy's intends to operate the Union Square store location Sunday through Saturday from 11am – 7pm; operating hours will continue to be evaluated. Based on the reduced operating hours, colleagues will be scheduled per the following:
 - Full Time Colleagues will receive a minimum of 28 hours per week
 - Part Time Colleagues will receive a minimum of 10 hours per week
- Upon initial reopening, Macy's intends to operate the Pleasanton Furniture Gallery store location Sunday through Saturday from 11am – 7pm; operating hours will continue to be evaluated. Based on the reduced operating hours, colleagues will be scheduled per the following:
 - Full Time Colleagues will receive a minimum of 28-32 hours per week
 - Part Time Colleagues will receive a minimum of 10 hours per week

Benefits:

- Colleagues who are recalled/removed from furlough, whether they will be working or on Leave of Absence, will be considered active/off furlough and will resume paying the employee portion of benefit premiums once recalled. For the colleagues who are on Leave of Absence, information will be mailed to them regarding their premiums.
- Colleagues who are not recalled from furlough will continue to receive health benefit coverage if they participate in the Macy's, Inc. plan. Macy's will continue to cover 100% of the premium costs through June; or until the colleague is recalled to work, whichever happens earlier.
- Colleagues who return to work with reduced schedule hours:
 - Medical Benefits eligibility requirements (30 hours minimum work) and PTO eligibility requirements (15 hours minimum work) will be reviewed to support continued eligibility for colleagues impacted by the reduction in hours for the time period of reduced hours after the stores reopen.



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COLLEAGUES WHO ARE RECALLED:

Per the terms of Section 18 (Seniority) and Section 12 (Seniority) of the applicable Collective Bargaining Agreements (CBA), Seniority will be primary factor used in determining the order in which colleagues are recalled. According to the CBA, employees must report back to work after being recalled. Once a colleague is recalled from furlough, Macy's expects the colleague to return to work. However, it is understood that colleagues may have certain personal challenges as a result of COVID-19 and may not be immediately ready to return to work. These reasons include, but not limited to:

- No access to childcare
- Personal illness
- Fear of re-entering the workplace due to potential COVID-19 exposure
- Earning more on unemployment with company paid benefits

Contingent upon the agreement regarding Hours of Operation outlined above, Macy's will offer the following options to colleagues who may not be immediately ready to return to work:

- 1) One-Time Pass – If a colleague is unable/unwilling to return to work when the store opens to the public and would like to be “passed” over, Macy's will allow a one-time pass for the first request for a colleague to return to work. Only one “pass” will be allowed. The colleague will be moved to the bottom of the COVID 19 recall seniority list. The colleague will remain on furlough until their name/number comes up again. Colleagues will not be allowed to select their own start date. Once the colleague is up for recall the second time, the colleague will be expected to return to work, subject to Section 18A and Section 18(E)(5) of the CBA. If the colleague does not return following the second recall, then Macy's will deem the colleague as having resigned their position.
- 2) Personal Leave of Absence – If a colleague is unable or unwilling to return due to a personal reason, the colleague will be offered a personal leave of absence. The colleague will be returned to active status and will be granted a personal leave of absence for up to two weeks to help them transition back to work. The two week period will begin as of the date the colleague was supposed to report to work. Following the two week period, the colleague will be expected to return to work. If the colleague does not return following the two week personal leave of absence, then Macy's will deem the colleague as having voluntarily resigned their position.
- 3) Medical Leave of Absence – If a colleague is unable/unwilling to return due to a medical reason, the colleague may apply for a medical leave of absence. If approved (with the appropriate physician's certification), the colleague will be returned to active status and will be granted a medical leave of absence for the time frame noted by the physician's certification. Following the expiration of the medical leave, the colleague will be expected to return to work. If the colleague does not return following the medical leave of absence, then Macy's will deem the colleague as having resigned their position with the company.



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MISCELLANEOUS:

- For colleagues who are on a Draw vs. Commission pay plan, in the event a colleague accumulates deficit during the reduced operating hours, the Company will conduct deficit wipe off for the duration of this agreement.
- The Company will allow colleagues who return to work, but on a leave of absence (personal leave of absence or medical leave of absence) to use any accrued but unused Paid Time Off. Colleagues who choose to remain on furlough will not be able to use Paid Time Off.
- The terms of this Letter of Understanding will remain in effect until no later than August 29th, 2020.

All parties agree to the aforementioned as a total package. This agreement shall be non-precedent setting, and shall not alter any term or condition of employment under the collective bargaining agreements.

Chanell Bracey-Davis Date
VP– Labor Strategy

John Nunes Date
President – UFCW Local 5