



COVID-19 TOWNSHIP VACATION AND TRAVEL POLICY

Updated: December 28, 2020

Travel can increase your chance of spreading and getting COVID-19. If you decide to travel you may be exposed to COVID-19 on your travels. You may feel well and not have any symptoms, but you can be contagious without symptoms and spread the virus to others.

Effective January 1, 2021, if you decide to travel, regardless of where you traveled or what you did during your trip, all employees must take the following actions for fourteen (14) days after travel, to return to work and protect others from getting COVID-19:

- Stay at least 6 feet apart (about 2 arm lengths). It's important to do this everywhere — both indoors and outdoors.
- Wear a mask to keep your nose and mouth covered when you are in shared office spaces or away from your designated work station.
- Wash your hands often or use hand sanitizer with at least 60% alcohol.
- Self-monitor for fever by taking your temperature twice a day and remain alert for symptoms such as cough or difficulty breathing. If you feel feverish, develop a fever or exhibit any symptoms, you must immediately leave the workplace, self-isolate, limit contact with others, and seek advice from a healthcare provider.

Date: December 28, 2020



Vito D. Gadaleta, Business Administrator