

POLICY ON PERSONAL ACTIVITIES DURING COVID-19, SELF-QUARANTINE, TESTING, AND RETURNING TO WORK

While the College cannot require employees to refrain from certain personal travel as well as family and social activities, all mandatory, on-campus employees are **strongly advised** to follow guidelines, including Kentucky's COVID-19 travel, testing and self-quarantine guidance found at <https://govstatus.egov.com/kycovid19>, until the end of the public health emergency. This includes activities such as vacations, family visits, or hosting visitors from within or outside of Kentucky.

College Policy on Self-Quarantine and Related Absences

Mandatory, on-campus employees who fall under one or more of the categories below must comply with the College's self-quarantine guidelines and testing requirements before returning to work on campus to help ensure the health and well-being of the campus community.

Employees who are unable to telework are required to use vacation or sick leave for each day they are absent from work. (Please note: Employees who have had a confirmed case of COVID-19 are exempt from these self-quarantine requirements.)

The following guidance applies to on-campus employees who have:

- traveled to any state outside of the Commonwealth of Kentucky;
- hosted or attended an event where the Governor's guidance on social activities is not observed such as social distancing and wearing masks (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/personal-social-activities.html>); and/or
- been in close contact with someone who has COVID-19.

Self-Quarantine Guidance

On-campus employees who fall within one or more of the categories above must self-quarantine for 10 days without testing, or for seven days with proof of a negative COVID-19 test taken on the fifth day of the quarantine.

Any employee who knowingly fails to adhere to this policy and who is confirmed to be a source of a COVID-19 outbreak on campus may be subject to discipline up to and including suspension without pay, or in an extreme case, termination of employment.

Additional Information

Employees with questions about this policy should contact Steve Lawson, Associate Vice President, Human Resources, at lawsonst@berea.edu. This policy supersedes prior College policy and guidance regarding personal travel and activities of employees and is in addition to the College's other policies regarding COVID-19 testing, reporting, and other health and safety measures.

This policy shall remain in effect until further notice.