

# Pandemic Resurgence Procedures

## Kent County Levy Court employees & visitors

August 17, 2021

In an effort to mitigate adverse health and safety impacts to Kent County government employees resulting from a resurgence of COVID-19 and its variants, the following phased responses shall be implemented at the direction of the County Administrator in consultation with the Director of Public Safety for such periods of time as necessary. Each higher phase incorporates the provisions of the phases preceding it.

### PHASE 1:

- Employees not fully vaccinated against COVID-19 must wear an approved face mask at all times when in the workplace or a County vehicle under the honor system
- All employees must wear an approved face mask when interacting with members of the public or coworkers wearing a face mask, and within public areas of a building such as hallways and restrooms
- All employees must comply with any COVID-19/pandemic response requirements imposed by other jurisdictions/entities/partnerships for the area of work
- All employees must immediately report COVID-19 symptoms, exposure to persons testing positive for COVID-19, and personal positive COVID-19 test results to their immediate supervisor and the Personnel Office and follow the instructions of the Personnel (Human Resources) Director in response to the exposure/results
- Visitors to County buildings must wear a face covering at all times

### PHASE 2:

- All employees must be screened daily for body temperature (fever) and respond appropriately to COVID-19 symptom related questions and wear a provided color-coded wristband

### PHASE 3:

- All employees must wear an approved face mask when interacting with members of the public, within public areas of a building such as hallways, restrooms, or conference rooms, and within three-feet of co-workers indoors

### PHASE 4:

- All employees must wear an approved face mask at all times when in the workplace or a County vehicle
- Employees must be vaccinated and confidentially submit proof/attestation of full vaccination against COVID-19 within a specific time period to the Personnel (Human Resources) Office or a signed statement from a licensed practicing physician advising why the vaccination cannot be administered and/or submit negative COVID-19 PCR test results on a weekly basis. Testing expenses, if any, shall be paid by the employee. Employees failing to comply with Phase 4 provisions shall be deemed unqualified to work and subject to furlough

Approved face masks includes tight fitting woven cloth or paper designed for such purpose with ear loops and covering the entire nose and mouth (Neck gaiters/face shields are not approved).