



**Purpose: Alexander Mechanicals Travel Policy**

**14 July 14, 2020**

If you are traveling to what are considered Hot Spots (States) or out of the country, upon your return employee will be required to test or self-quarantine before returning to work. This will be a **non-paid** quarantine period of **14 days** and we will not pay for the testing.

**Top Ten COVID-19 Affected states:**

<b>State/Territory</b>	<b>Total Cases</b>	<b>Confirmed Probable</b>	
California	320,804	N/A	N/A
Florida	266,119	N/A	N/A
Texas	258,658	N/A	N/A
New York City*	220,819	216,199	4,620
New York*	182,655	N/A	N/A
New Jersey	175,298	N/A	N/A
Illinois	155,048	153,916	1,132
Arizona	122,467	121,758	709
Georgia	116,926	N/A	N/A
Massachusetts	111,597	105,629	5,968

**If You Travel**

**Protect yourself and others during your trip:**

- Clean your hands often.
  - Wash your hands with soap and water for at least 20 seconds, especially after you have been in a public place, after touching surfaces frequently touched by others, after blowing your nose, coughing, or sneezing, and before touching your face or eating.
  - If soap and water are not available, bring and use hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub your hands together until they feel dry.
- Avoid touching your eyes, nose, or mouth.
- Avoid close contact with others.
  - Keep 6 feet of physical distance from others.
- Wear a cloth face covering in public.
- Cover coughs and sneezes.



- Pick up food at drive-throughs, curbside restaurant service, or stores.

### **Considerations for Types of Travel**

Travel increases your chances of getting and spreading COVID-19. We don't know if one type of travel is safer than others; however, airports, bus stations, train stations, and rest stops are all places travelers can be exposed to the virus in the air and on surfaces. These are also places where it can be hard to social distance (keep 6 feet apart from other people).

Consider the following risks for getting or spreading COVID-19, depending on how you travel:

#### **Air travel**

Air travel requires spending time in security lines and airport terminals, which can bring you in close contact with other people and frequently touched surfaces. Most viruses and other germs do not spread easily on flights because of how air circulates and is filtered on airplanes. However, social distancing is difficult on crowded flights, and you may have to sit near others (within 6 feet), sometimes for hours. This may increase your risk for exposure to the virus that causes COVID-19.

#### **Bus or train travel**

Traveling on buses and trains for any length of time can involve sitting or standing within 6 feet of others.

#### **Car travel**

Making stops along the way for gas, food, or bathroom breaks can put you and your traveling companions in close contact with other people and surfaces.

#### **RV travel**

You may have to stop less often for food or bathroom breaks, but RV travel typically means staying at RV parks overnight and getting gas and supplies at other public places. These stops may put you and those with you in the RV in close contact with others.

Isolation and quarantine help protect the public by preventing exposure to people who have or may have a contagious disease.

- **Isolation** separates sick people with a contagious disease from people who are not sick.
- **Quarantine** separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.

  
Gerald L. Bryant

Chief of Operations & Safety