The Utah Water Research Laboratory (UWRL) is following all USU, local, and state public health authority directives. We are taking the following precautions:

- **VISITORS to the UWRL** are limited to those with official business and must be pre-approved per the USU policy [https://www.usu.edu/covid-19/operations/travel](https://www.usu.edu/covid-19/operations/travel). Groups of **up to 10 visitors** are currently permitted. Hosts may request approval for larger groups if they establish appropriate protocols for lab and visitor safety. Request visitor approval using the attached form.

- **APPROVAL** will be granted for visitors following the CDC guidelines for safe travel. However, **visitors should delay travel and cancel their visit if**, in the 14 days prior to the visit, they (1) receive a positive COVID-19 test result, (2) develop symptoms of COVID-19, or (3) have been around someone diagnosed with or suspected of having COVID-19 (unless they have recovered from COVID-19 within the past 3 months, or are fully vaccinated).

- **TRAVELERS** to the UWRL are expected to (1) consider the risk in the locations they are traveling from and (2) answer the pre-travel screening questions on the visitor form to obtain travel/visit approval.

- **REMOTE MEETINGS** using web-conferencing tools are encouraged to minimize in-person meetings.

- **FACE COVERINGS** are required in all public spaces at the UWRL in accordance with State of Utah guidelines for State buildings including higher education. The receptionist has a supply of disposable, one-time use masks available for any visitors who don’t have one.

- **PHYSICAL DISTANCING/physical barriers** have been set up for employees and student teams who work in shared spaces.

- **HAND SANITIZER** is available in the lobby, conference rooms and other locations for visitor use. Disinfectant wipes are also available to clean conference/meeting room surfaces.

- **IN-PERSON MEETINGS** should follow USU guidelines for physical distancing and room occupancy. Face masks are required but may be removed once seated and at least 6 ft. apart.

**NOTE:** These guidelines are in effect until USU authorities notify us to remove the COVID-19 restrictions.

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1 A visitor is anyone not employed by or registered as a student at Utah State University.
COVID-19 Pre-Travel Visitor Approval Request

Note that per current university policy (https://www.usu.edu/covid-19/operations/travel), a pre-travel approval process (at the department level) must be completed before visitors are formally invited to visit campus.

Visitor Approval Process:

1. Email completed forms (one per visitor) to Jan Urroz at jan.urroz@usu.edu
2. Please allow two business days for approval.

To be completed by the HOST:

a. Date of proposed visit: __________________________________________________
b. Name and affiliation of visitor: ___________________________________________
c. Email address of visitor: ________________________________________________
d. Name of UWRL host: _________________________________________________
e. Research/Business purpose of the visit: _________________________________
f. Length of time the visitor will be at the UWRL: ___________________________
g. Locations, in the UWRL, where the visitor will be meeting/working:
   ______________________________________________________________________

To be completed by the VISITOR:

Please mark one of the following options below, as applicable:

☐ 1. I have been fully vaccinated OR have recovered from COVID-19 within the past 3 months, and I will follow CDC guidance for vaccinated travelers: https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html

☐ 2. I will obtain a negative COVID-19 test within 1-3 days before traveling, as recommended in CDC guidance for unvaccinated travelers: https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html#unvaccinated-people

☐ 3. OR I believe my risk of contracting or spreading COVID-19 is minimal because ____________ ________________________________________________________________

4/23/21