


CORONAVIRUS TRAVEL POLICY		
Updated: 3/25/2021 Effective: 3/17/2020	 City of PORTSMOUTH New Hampshire	Page: 1 of 3
TITLE: <i>EMPLOYEE CORONAVIRUS TRAVEL POLICY</i>		

EMPLOYEE TRAVEL POLICY

This updated policy will take effect 03.25.2021 and remain so until it may be necessary to amend as this situation evolves. Employees who decide to travel from 03.25.2021 will need to adhere to this policy.

Given the developing situation involving the coronavirus disease around the world, we are taking steps to help keep you, your co-workers and your families healthy. Below is information we hope you will find helpful as you plan your travel.

1. Please frequently check the Centers for Disease Control (CDC) website for updated important information regarding the following topics:

- **Travel in the United States**

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-in-the-us.html>

- **Cruise Ship Travel**

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/returning-cruise-voyages.html>

- **International Travel**

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/testing-air-travel.html>

- **Prohibited Entry to US**

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/from-other-countries.html>

- **After you Travel**

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>

- **Travel FAQ's**

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/faqs.html>

2. Follow state and local travel restrictions. For up-to-date information and travel guidance, check the [state or local health department](#) where you are, along your route, and at your planned destination.

CORONAVIRUS TRAVEL POLICY

Updated: 3/25/2021
Effective: 3/17/2020



Page: 2 of 3

TITLE: *EMPLOYEE CORONAVIRUS TRAVEL POLICY*

3. When making your travel plans, please consider obtaining travel insurance, including coverage for charter flights if commercial airlines will not allow you to board because you or family members are ill.
4. Please talk with HR about obtaining any necessary information on healthcare coverage options to where you are traveling.
5. Please understand that because of the rapidly evolving situation, while you are traveling, it may be possible that an outbreak occurs in the area where you are visiting. That may impact your ability to obtain medical care, you may find yourself subject to quarantine orders by that area, and traveling out of that area may be challenging.
6. Per State of New Hampshire guidelines, the following applies for all City of Portsmouth employees:

Travel Quarantine Guidance

Travelers/visitors to AND residents of NH need to self-quarantine for 10 days following the last date of any high-risk travel, which includes international travel (outside of the U.S., including to/from Canada) or travel on a cruise ship.

People meeting the criteria for high-risk travel have the option of ending their quarantine after day 7 by getting a test on day 6-7 of their quarantine to test for active SARS-CoV-2 infection (SARS-CoV-2 is the novel coronavirus that causes COVID-19); this test must be a PCR (e.g., PCR-based test); rapid tests are not accepted for this purpose. If the test is obtained on day 6-7 of quarantine, the person is asymptomatic, and the test is negative, then the person can end their quarantine after 7 days, but they must still self-observe for symptoms of COVID-19 and strictly adhere to COVID-19 mitigation measures (social distancing, avoiding social and group gatherings, wearing a face mask when around other people, practicing frequent hand hygiene, etc.). Any new symptoms of COVID-19 should prompt the person to isolate and seek testing again (even if the person recently tested out of quarantine).

This 7-day quarantine “test out” option ONLY applies to travel-related quarantine (not quarantine due to a high-risk close contact exposure to a person with COVID-19). **Employees who are unable to telework will be required to utilize their own leave time during their quarantine/testing period. Test results will need to be provided to Human Resources prior to returning to work.**

CORONAVIRUS TRAVEL POLICY

Updated: 3/25/2021
Effective: 3/17/2020



Page: 3 of 3

TITLE: EMPLOYEE CORONAVIRUS TRAVEL POLICY

Exceptions to Travel Quarantine

The following people do NOT need to quarantine after high-risk travel:

1. Persons who are 14 days beyond the second dose of their COVID-19 vaccine (i.e., 14 days after full vaccination). **Vaccination record will need to be provided to Human Resources prior to travel in order to return to work.**
2. Persons who are within 90 days of a prior SARS-CoV-2 infection that was diagnosed by a PCR or antigen testing (if a person had a previous infection that was more than 90 days prior, then they are still subject to travel quarantine). Such persons, however, still need to monitor themselves for symptoms of COVID-19 daily, practice social distancing, avoid social and other group gatherings, always wear a face mask when around other people, and practice good hand hygiene at all times. **Positive test results will need to be provided to Human Resources prior to travel in order to return to work.**

Please understand that these are precautionary measures to help prevent co-workers from becoming infected.