

MEMORANDUM

January 25, 2022

TO: University of Guam Employees
FROM: Thomas W. Krise, President
SUBJECT: **President's Directive 2022-02: Employee Scheduling for Continued Operations and COVID Testing Update**

With the recent surge of positive COVID-19 cases and the reports of the Omicron variant on island, there is an increased possibility of coming into contact with someone who has tested positive for COVID-19.

This directive addresses the continuation of student support services and UOG operations should one or more employee within a department either **1) come into contact with a COVID-positive individual, and/or 2) test positive for COVID-19**. This directive is subject to change on short notice based on evolving guidance through the Governor's Executive Orders (EOs) and Department of Public Health and Social Services (DPHSS) Guidance Memos.

President's Directive 2022-02 provides for the following operational requirements:

- **UOG remains fully open.** Where applicable and allowable, supervisors will structure employee schedules to rotate between working on campus and working remotely. These adjusted work schedules will help prevent the possible exposure to or spread of COVID-19 among multiple employees in an office or department. The rotating schedule will help to ensure that students, external and internal customers, and visitors conducting business on-campus continue to receive in-person or on-site UOG services. This provision will remain in place until further notice.

NOTE: Employees who are authorized to telework or work remotely are required and expected to physically report to duty within two (2) hours of receiving notice from their supervisors.

- **ALL EMPLOYEES remain required to be fully vaccinated against COVID-19 or have an approved accommodation.** Employees will continue to submit proof of vaccination using the secure online at [HIPAA-compliant form at https://url.uog.edu/submit-covid-info](https://url.uog.edu/submit-covid-info).
- **Employees seeking an accommodation.** Please contact Ms. Elaine Faculo-Gogue, Interim EEO/ADA/Title IX Director, from 8 a.m. to 5 p.m., Monday to Friday, at 671-735-2971 or by e-mail at efgogue@triton.uog.edu.

OFFICE OF THE PRESIDENT

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- **Employees who are not vaccinated.** Employees who are not vaccinated and have received an approved accommodation **ARE NOT REQUIRED** to submit a weekly negative PCR or antigen test. This is a change from President's Directive 2022-01.
- **Pfizer-BioNTech COVID-19 Booster Shots and Additional Dose of Pfizer-BioNTech and Moderna.** The Pfizer-BioNTech COVID-19 Booster Shots and additional dose of Pfizer-BioNTech and Moderna are not required for employees or students. However, those that are eligible to receive them are encouraged to do so. Submission of these immunizations are not required.
- **Official travel:** The prohibition on official travel shall continue, regardless of funding source and subject to exceptions made on a case-by-case basis by the vice presidents. Only fully vaccinated employees or employees with an approved accommodation may participate in official travel. Official travel must consider the enroute requirements, requirements at the destination, and requirements upon return at the time of travel to ensure it is feasible and authorized for the round trip to occur safely and without undue delays.

General campus safety protocols for official on/off-campus activities

- **When to Quarantine, Isolate, or Get Tested:** Everyone should review and become familiar with the latest DPHSS Guidance Memos regarding when it's necessary to get tested and the timeframes for quarantine or isolation. UOG employees should follow the University's guidance on Quarantine and Isolation Flow Chart (Attached).
- **COVID-19 Vaccine Boosters:** Boosters are recommended for all employees and students who received their second dose of the Pfizer or Moderna vaccine five (5) or more months ago or their Johnson & Johnson vaccine 60 or more days ago. Boosters are being offered free of charge by DPHSS. <https://vaccinate.guam.gov/vaccination-schedule/>.
- **Surgical Masks:** Use of KN95, KF94, N95, or 3-layer surgical masks are recommended for employees and students working and attending classes on campus. Cotton, neoprene, and other fabric-only masks are not recommended, as they may not provide adequate protection against the new COVID-19 variant. (Note: 3-layer masks and KN95 masks may be purchased at the Triton Store.)

Contact Information

For more information and to report non-compliance, email covidsafety@triton.uog.edu.

This directive will be added to the UOG COVID-19 Updates and Operations website at <https://www.uog.edu/covid-19/#Operations>.

Attachments: UOG COVID Safety Guidelines for Fañomnåkan 2022, Recommended Masks Graphic, and Quarantine and Isolation Flow Chart