



COVID-19 SAFETY AT UOG

FANUCHÁNAN 2021

Please review these campus requirements to keep everyone on the University of Guam campus as safe as possible this semester.

Throughout the pandemic, the University of Guam Community responded very well and has been committed to COVID-19 safety and preparedness.

Very few positive cases of COVID-19 have been acquired on or off campus among employees and students. You can track the number of COVID cases at UOG using the [online COVID-19 Tracking Dashboard](#), which is updated every Friday.

Most students and employees have submitted their vaccination documents, and the University continues to follow-up to ensure full compliance by the Sept. 24 deadline established by [President's Directive 2021-01](#).

COVID-19 and especially its Delta variant can be spread by both unvaccinated and vaccinated people. To maintain a low-to-no transmission rate, both on and off campus, we need to be vigilant and keep our guards up.

Here are some important reminders about campus requirements to help keep the UOG community safe and COVID-19 cases significantly low:

At the Campus Level

It is important that we are all informed of everyone's responsibilities and expectations. These are the critical requirements and behaviors expected from everyone:

1. Follow all COVID-19-related signage and instructions.
2. Stay home if you're sick or if you've been in contact with someone who is positive, or potentially positive, for COVID-19.
3. Properly wear a mask always covering your nose and mouth both indoors and outdoors.
4. Always maintain social distance of 6 feet from other people, as appropriate.

5. Wash or sanitize hands frequently.
6. Sanitize high-contact surfaces frequently.
7. Sign in as required when entering buildings, offices and rooms for contact-tracing purposes.
8. Do temperature checks as required.
9. Do not gather, congregate, or loiter inside or outside of buildings.
10. Food and beverages are not authorized for consumption in classrooms/labs or office breakrooms. Such items should be consumed outside of the classroom, outdoors, or in designated eating areas, with at least six feet of social distancing.
11. Meals and/or drinks at UOG activities on and off-campus must be served as to-go meals and must be previously approved. Requests should be submitted to covidsafety@triton.uog.edu.
12. It is everyone's responsibility to check for compliance on all protocols and to report any shortages or shortfalls to the building administrator so they can be corrected as soon as possible. Shortfalls may also be reported through email at: covidsafety@triton.uog.edu.

At the Unit Level

The building administrator and their staff should be aware of, follow, practice and inform other team members of this guidance on a daily basis:

1. Be familiar with our written game plan for COVID-19 preparation and response, which is outlined in the [UOG Pandemic Plan and Procedures for Preparing and Operating Under PCOR3 / UPPOP3 University of Guam Crisis and Disaster Management Plan](#), also known as our "UOG COOP." This document outlines the University's expectation on how we will conduct business and operate on a daily basis during the pandemic.

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2. Conduct daily and frequent (throughout the duration of the day) checks to see if your handsanitizer stations are equipped with hand sanitizer solution.
3. Conduct daily and frequent (throughout the duration of the day) checks to see if your contact logs are replenished for those using manual sign-ins /check-ins.
4. Conduct daily and frequent (throughout the duration of the day) checks to see if your UOG Sani-Baskets need supply replenishment (i.e., alcohol for spray bottles and paper towel supply).
5. Ensure there is sufficient signage that indicate COVID-19-safety best practices and requirements.
6. Conduct temperature checks (optional) based on the building administrator's COVID-19 safety plan, which is made in coordination with the UOG COOP.
7. Contact Kalyne Roberto in the President's Office (robertok@triton.uog.edu or 671-735-2995), or your FMS building custodian, for supply replenishment.

At the Classroom Level

The building administrator, their staff, and ALL instructors, including part-time, should follow these requirements whenever a class is being held, to include classes at night and on weekends:

1. Remind students to stay home if they are sick; to wear masks properly at all times; to sanitize frequently; and to social distance, as appropriate.
2. If students are sick and staying home, advise them to seek testing, as needed, and inform their instructor so that classwork arrangements can be coordinated.
3. Provide sign-in sheets for each class to include: class name, date, time (start and finish times), and location. Names and working contact numbers should be written legibly to aid in rapid contact tracing of close contacts.

This is critical when a student or instructor has been in multiple classrooms and/or buildings throughout a day or over the course of a few days leading up to their infection. The unit office or instructor should keep these sign-in sheets for a minimum of 30 calendar days and then they should be shredded.

4. Keep a seating charts for ALL classes. Number the seats to go with the seating chart and ask students to sit in the same location for the entire semester.

This will help significantly with contact tracing so that the smallest group of people would need to be contacted if a student, or instructor, is found to have COVID-19 case. A sign can be placed on each classroom/lab entry door reminding instructors and their assistants of this need.

5. Sanitize classroom after each use allowing for the correct "contact time" for solution to take effect.
6. If a student reports testing positive for COVID-19, the instructor will provide the confidential information, sign-in sheets, and seating charts to the Safety Administrator as soon as possible for official, confidential reporting to DPHSS. The instructor will also remind the class of information at number 1 and 2.

It is our sincere hope that all employees working on campus and students attending in-person classes remain as safe as possible from the spread of COVID-19.

Please continue to take precautions and observe safety guidelines.

For more information, visit www.uog.edu/covid-19 or email covidsafety@triton.uog.edu.