


**MEMORANDUM**

**August 13, 2021**

**TO:** UOG Employees

**FROM:** Thomas W. Krise, President 

**SUBJECT:** **President's Directive 2021-02: COVID-19 Vaccinations for Employees**

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As we prepare for in-person learning and the full re-opening of the campus for Fanuchånan 2021, we remain steadfastly committed to the health and safety of our students and employees.

On Aug. 6, Governor Lou Leon Guerrero signed [Executive Order 2021-17](#), which requires all executive branch line agency employees to be vaccinated against COVID-19 or to submit weekly negative tests. The University has adopted this vaccination requirement.

I am issuing **President's Directive 2021-02** with the following operational requirements:

**Effective Monday, Aug. 16, 2021:**

- **The University of Guam will fully reopen**, and ALL University of Guam employees shall return to work on campus for regular working hours. Remote work will only be permitted on a case-by-case basis and must be approved by the appropriate administrator. Updated remote work guidelines will be sent at a later date.
- **ALL EMPLOYEES are required to be fully vaccinated against COVID-19 or have an approved accommodation by Sept. 24, 2021.** Proof of vaccination must be submitted using the [secure online HIPAA-compliant form at https://url.uog.edu/submit-covid-info](#).
- **Employees seeking an accommodation should submit evidence** of their medical reason, disability, or a sincerely held religious belief, practice, or observance to the EEO/ADA/Title IX office. Please contact Mr. Larry Gamboa, Acting EEO/ADA/Title IX Director, from 8 a.m. to 5 p.m., Monday to Friday, at 735-2971 or [lgamboa@triton.uog.edu](mailto:lgamboa@triton.uog.edu).
- **Employees who are not vaccinated and do not have an approved accommodation** must submit a weekly negative PCR or antigen test until they are fully vaccinated. Employees who have not been fully vaccinated or do not have an approved accommodation by Sept. 24, 2021, may be subject to progressive disciplinary action, which may include suspension or termination.
- **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

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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**

- Follow all COVID-related signage and instructions.
- Stay home if you're sick or if you've been in contact with someone who is positive or potentially positive for COVID-19.
- Wear a mask always covering your nose and mouth both indoors and outdoors.
- Always maintain social distance from other people.
- Wash or sanitize hands frequently.
- Sanitize high-contact surfaces frequently.
- Sign in as required when entering buildings and offices for contact-tracing purposes.
- Do temperature checks as required.
- Do not gather, congregate, or loiter.
- Food and beverages are not authorized for consumption in classrooms/labs. Such items should be consumed outside of the classroom, outdoors, or designated eating places and with at least six feet of social distancing.
- If there are meals and/or drinks at UOG activities on and off campus, they will be served as to-go meals and drinks and must be previously approved. Requests for approval should be submitted to [covidsafety@triton.uog.edu](mailto:covidsafety@triton.uog.edu).

**Contact Information**

For more information and to report non-compliance, email [covidsafety@triton.uog.edu](mailto:covidsafety@triton.uog.edu).

This directive will be added to the updated University Pandemic Plan and Procedures for Preparing and Operating under PCOR2/3 / UPPOP2/3s.

**NOTE:** The requirements in this directive will be updated should the governor or DPHSS change their guidance or procedures regarding the COVID-19 pandemic.