



I. Policy Statement

In an effort to continue to protect the health and safety of the Mercy College community during the COVID-19 pandemic and to prevent and control the spread of the virus, the College has implemented the following procedures in place for visitors to any Mercy College campus or location, as well as limitations on facilities use by external organization and organized events taking place on Mercy campuses involving Mercy and non-Mercy individuals, until further notice.

II. Visitors on Campus

A. General Restrictions for Visitors

Access to all Mercy College buildings is restricted to students, faculty, staff, designated vendors and service operators, and invited guests (i.e. parents/guardians, prospective students and families, board members, alumni, donors, partners, etc.) who are essential to our business model. All other visitors will be admitted by appointment only.

All visitors to campus shall comply with the following guidelines:

1. **Proof of COVID-19 Vaccine.** Visitors must show proof of full COVID-19 vaccination before entering any Mercy College building or location. The only exceptions are:
 - Delivery-persons or other contractor/vendors on campus for a very limited duration.
 - Individuals on campus for admissions tours, which tours are limited to 10 individuals. *Proof of vaccine is required for tours of the residence halls.
2. **Masks.** Visitors are required to wear masks at all times while indoors and are encouraged to wear masks outdoors when social distancing is not feasible.
3. **Self-Screening.** Visitors shall refrain from coming to any Mercy campus location if they are experiencing any COVID-19 symptoms, have tested positive for COVID-19 in the past 14 days, or have been in close contact with someone who has COVID-19 symptoms or tested positive for COVID-19 within the last 14 days.
4. **Employee responsibilities.** Employees must meet their visitor at the designated entrance to the building where they will be meeting and escort them to and from the meeting space. All employees should consider meeting visitors via virtual

- Athletes from opposing teams who do not have proof of vaccination may submit a negative COVID-19 test for the same day as the game is being played.

D. External Groups

So that Mercy can remain focused on maintaining the health and safety of its College community, currently

facilities, except for certain circumstances which shall be approved by the President.

E. Safety Precautions

Campus

currently include:

1. Wearing a face covering at all times while indoors and outdoors when social distancing is not feasible.
2. Complying with social distancing norms and other established safety guidelines while on campus.
3. Sanitizing hands upon entry to the campus.
4. Refraining from coming to campus if experiencing any COVID-19 symptoms.

F. Contact Tracing

All Mercy employees who receive visitors shall obtain their contact information and retain that information for two weeks in the event there is a positive case on campus. Any visitor who shows signs or has a positive COVID-19 test after a visit to Mercy College should email healthalert@mercy.edu to inform the College when they were on campus and who they met with.

G. Disclaimer

The novel coronavirus, COVID-19, is a highly infectious, life-

legal or financial responsibility, including, but not limited to, any personal injury, disability, illness, damage or death from exposure to COVID-19, whether such exposure occurs before, during or after the visit at any campus of Mercy College.

III. Mask Usage for All Community Members

- A. **Outdoors:** masks are currently **not required while outdoors** though encouraged in large gatherings and/or where social distancing cannot be maintained.
- B. **Indoors: masks are required** in common spaces, including but not limited to the following areas:
 - 1. Classrooms
 - 2. Common spaces (i.e., hallways, bathrooms, elevators, cafeteria lines, bookstore, library, etc.)
 - 3. Health and Counseling Offices
 - 4. Visitors to offices or cubicles (including students) masks may be removed only if all individuals are vaccinated and consent to mask removal.
 - 5. Meeting rooms
- C. **Indoors: masks *not* required in:**
 - 1.

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