

# GEORGIA WATER & WASTEWATER INSTITUTE (GWWI)

## COVID-19 Policy as of 8-9-2021

GWWI places a high value on staff and student safety and wellbeing. GWWI will follow all minimum basic operations guidelines contained the latest Georgia Governors Executive Order "Empowering a Healthy Georgia".

### **GWWI Minimum Basic Operations will include the following:**

1. Screening and evaluating employees/students who exhibit signs of illness, such as a fever over 100.4 degrees Fahrenheit, cough, or shortness of breath.
2. Requiring employees/students who exhibit signs of illness to not report to work/class and/or to seek medical attention.
3. When possible the classrooms will be set up to ensure proper social distancing between all people in the room.
4. GWWI will provide gloves for students requesting them to be used during required hands-on activities.
5. Disinfectant and wipes will be available for student use at their workspaces as needed. Enhanced sanitation procedures will be used within our facility each night after in-person classes.
6. Requiring hand washing or sanitation by employees/students at appropriate places within the business location.
7. Students are encouraged to be fully vaccinated and wear facemasks. Students will be responsible for providing their own facemasks.
8. Permitting employees/students to take breaks and meals outside, in their office or personal workspace, or in such other areas where proper social distancing is attainable.
9. Implementing teleworking for all possible employees and allowing students to attend live online classes when offered. GWWI reserves the right to switch to live online format if a situation requires it.
10. Discouraging employees/students from using other employees/students' phones, desks, offices, or other work tools and equipment.
11. Placing notices that encourage hand hygiene in various workplace areas where they are likely to be seen.

GWWI will do all possible to protect the health and well-being of both our staff and our students during these times of COVID19.

Contact us with questions about this plan at [info@gwwi.org](mailto:info@gwwi.org) or 770-214-0153.