DT: November 10, 2020

TO: All Staff

FR: Office of Human Capital Services

RE: STAFF TRAVEL

With the Thanksgiving Holiday approaching, and some staff members having travel plans which may take them out of state, it is important to be reminded of Governor Baker’s Travel Order. It is also important to be advised of the New Bedford Public School’s protocols regarding out-of-state travel for staff. The Massachusetts Travel Order urges MA residents to limit any out-of-state travel only to states designated as COVID-19 lower-risk states. For those MA residents who choose to travel to a non-lower-risk state, the Travel Order requires:

- You must quarantine for 14 days or produce a negative COVID-19 test result that has been administered up to 72-hours prior to arrival back in Massachusetts.
  - Important Note: The test must be from an FDA EUA-approved molecular (PCR) test. “Rapid” tests are not accepted, or

- Obtain a PCR test after your arrival back in Massachusetts, and quarantine until obtaining a negative result.

While the Massachusetts Travel Order is in effect, the New Bedford Public Schools protocols include:

<table>
<thead>
<tr>
<th>Notification Requirements</th>
<th>Staff are required to notify their Principal and the Office of Human Capital Services of any plans to travel to a non-lower-risk state, and their plans for returning to work.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Return to Work Requirements</td>
<td>Staff members are not permitted to return to in-person work until proof of a negative PCR test is received by the Office of human Capital Services. Staff may be required to work remotely while awaiting test results.</td>
</tr>
</tbody>
</table>

We wish you all the best for an enjoyable Holiday, and thank you for doing your part to help keep each other safe.