



SUGGESTED GUIDANCE FOR TRAVEL

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GENERAL GUIDELINES

To slow the spread of coronavirus disease 2019 (COVID-19) into the United States, many states have instituted travel restrictions and quarantine requirements for individuals traveling from out-of-state. International travel advisories are updated frequently and should be reviewed on the U.S. State Department website.¹ State-level travel guidance and requirements can be viewed on the appropriate state health department websites.

Note: All decisions about implementing these considerations should be made according to state and local guidelines as they are updated and issued. AU officials can determine, in collaboration with state and local health officials, if and how to implement these considerations while adjusting them to meet the unique needs and circumstances of AU and the local jurisdiction. Their implementation should also be informed by what is feasible, practical, and acceptable.

- ❑ Prior to travel, identify and secure all necessary supplies to comply with any restrictions or control measures (e.g., face masks) for the locations through which you will travel and for your final destination. In addition, familiarize yourself with the state, local, or national requirements for quarantine and testing, if any.
- ❑ If you were in or come into close contact with a person presenting respiratory symptoms (i.e., coughing, sneezing, fever) within 6 feet for a cumulative total of 15 minutes or longer during your travel, or if you are notified after your travel of potential exposure to a COVID-19 positive individual, you must notify the AU medical team by phone and/or email immediately upon becoming aware of your close contact. You must also immediately practice social distancing and quarantine until testing and evaluation can be completed by the AU medical team.
- ❑ According to the Centers for Disease Control and Prevention (CDC), it is not known if one type of public transportation is safer than others; however, airports, bus stations, train stations, and highway rest stops are all places travelers can be exposed to the virus in the air and on surfaces.

¹ <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/>

- ❑ It is recommended that athletes and staff members drive their own vehicle to market if they are within a reasonable driving distance and feel that they can do so safely. This will provide the added benefit of having the vehicle available for use during the Season. If athletes or staff carpool either on the way to market from their home location, or while onsite in-market, face coverings must be worn, ventilation set to outside air, and windows open at least two or three inches.

AIR TRAVEL

- ❑ Do not board if you are sick or experiencing any COVID-19 related symptoms.
- ❑ Check airport status and delays as well as flight-specific delays and cancellations before you go to the airport.
- ❑ Consider enrolling in Transportation Security Administration (TSA) [PreCheck™](#) to speed up screening at certain airports and airlines.
- ❑ Check in online and use electronic tickets to avoid additional interactions with check-in counters .
- ❑ Use ticketing on your phone. If you must use kiosks for ticketing, immediately sanitize your hands after using the kiosk. If you choose to use gloves, make sure you remove them properly per [CDC guidance](#).² Disinfect the surfaces of your phone after the flight, using procedures recommended by the manufacturer.
- ❑ Avoid connecting flights if feasible.
- ❑ Book flights on one of the major carriers, such as Delta, American, Jet Blue, Southwest, etc. as these airlines are implementing enhanced cleaning and disinfection protocols between all flights.
- ❑ Utilize airline mobile applications wherever available to complete needed services such as printing bag tags.
- ❑ Pack several disinfecting wipes in a Ziploc bag to be used to clean and sanitize surfaces. Pack several additional Ziploc bags to hold used wipes for disposal.
- ❑ Wear a mask during the TSA screening process and in the airport (*note*: a TSA officer may ask you to adjust your face covering at any point during the screening process). If so, be sure to follow proper protocols^{3,4} of “donning” and “doffing”

² <https://www.cdc.gov/vhf/ebola/pdf/poster-how-to-remove-gloves.pdf>

³ <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

⁴

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/when-and-how-to-use-masks>



masks (i.e., do not touch the front of your mask; place your mask on and off your face by using the straps behind your ears).

- ❑ Observe frequent hand hygiene using hand sanitizers (at least 60% alcohol). Only bring mini hand sanitizer containers (<3.4 oz) if possible.
- ❑ Wash your hands after completing the security screening process.
- ❑ Limit moving around the airport once you have gone through security and while waiting for your flight.
- ❑ If you use the airport restrooms prior to your flight, avoid any restrooms with lines, if possible. Practice social distancing as much as possible (i.e., if you must stand in a line, keep six feet between you and the next person). Avoid removing your face mask while in the restroom. Wash your hands with soap and water for at least 20 seconds after using the bathroom. Dry your hands with a paper towel and, if needed, use the towel to open the restroom door before disposing on your way out.
- ❑ Limit moving around within the cabin during flight.
- ❑ Avoid touching or handling other passengers' belongings.
- ❑ Wear a high-quality, well-fitting mask or face covering during the flight.⁵ You should bring multiple masks with you to ensure you can replace a mask if yours becomes wet or dirty during travel.
- ❑ Practice good hygiene: cough or sneeze into your elbow and avoid touching your mouth, nose, and eyes.
- ❑ Open the ventilation port above your seat. This air is filtered through a high efficiency filter.
- ❑ Clean trays, arm rests, and other high touch surfaces with disinfecting wipes or hand sanitizer (at least 60% alcohol) on a disposable paper towel, napkin, or tissue.
- ❑ When using the restroom on an airplane, good hand hygiene is crucial. Be sure to wash your hands with soap and water for at least 20 seconds after using the bathroom. Dry your hands with a paper towel and use the paper towel to unlatch and open the door. Dispose of the paper towel as you exit. Avoid touching your face mask. Once you return to your seat, use hand sanitizer (at least 60% alcohol) as an added precaution.

⁵ <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>



- ❑ If offered, avoid consuming food or beverages provided on the plane. If you do need to eat or drink on a flight, avoid doing so at the same time as others around you. Keep your mask on while those around you have them off.
- ❑ Practice all hygiene guidelines and physical distancing measures in the air terminal that you would ordinarily observe in other public spaces.
- ❑ Avoid public transport or taxi upon arrival; if possible, opt to drive your own rental or coordinate pick-up with the AU dedicated shuttle bus.

TRAIN TRAVEL

- ❑ Do not board if you are sick or experiencing any COVID-19 related symptoms.
- ❑ Follow the Air Travel precautions where applicable.
- ❑ Wear a high-quality, well-fitting mask or face covering while you are in the train station and on the train. Bring multiple masks so that you can replace yours if the one you are wearing becomes wet or dirty. Purchase tickets online to minimize use of self-serve kiosks or the customer service desk.
- ❑ Avoid unnecessary movement around the train station
- ❑ Avoid touching your eyes, nose, and mouth.
- ❑ Trains will allow larger containers of wipes and hand sanitizers (at least 60% alcohol). Ensure you have an ample supply of these.
- ❑ Usually trains have open seating; select the car and seating that provides for the most social distancing among passengers.
- ❑ If you use the restrooms in the station prior to your train, avoid any restrooms with lines, if possible. Practice social distancing as much as possible (i.e., if you must stand in a line, keep six feet between you and the next person). Avoid removing your face mask while in the restroom. Wash your hands with soap and water for at least 20 seconds after using the bathroom. Dry your hands with a paper towel and, if needed, use the towel to open the restroom door before disposing on your way out.
- ❑ Follow relevant precautions noted in the Air Travel section when using bathrooms on the train.
- ❑ Practice good hygiene: cough or sneeze into your elbow and avoid touching your mouth, nose, and eyes.
- ❑ If you do need to eat or drink on the train, avoid doing so at the same time as others around you. Keep your mask on while those around you have them off.
- ❑ Avoid seating clusters where passengers face each other.



- Select a quiet car if possible.
- Observe any boarding and disembarking instructions from the operator. Train terminals can be very crowded and force close interaction with many people.
- Prioritize driving your own vehicle to market over traveling by train.

CAR TRAVEL

- Do not travel if you are sick or experiencing any COVID-19 related symptoms.
- Preferably, travel alone in your car. If you travel with other AU staff or AU players, ensure you have windows rolled down at least 2 inches and wear a mask.
- Ensure that you have an active E-ZPass or similar electronic toll device.
- Limit the use of rest stops as much as possible. Follow relevant precautions noted in the Air Travel section when using public restrooms.
- Bring ample supply of masks, hand sanitizer (at least 60% alcohol) and wipes for your journey
- Only purchase packaged food or food prepped to order. Do not purchase any food from salad bars or buffets.
- When purchasing gas, follow with hand sanitizer (at least 60% alcohol).

TAXIS AND RIDESHARES

- Do not board if you are sick or experiencing any COVID-19 related symptoms.
- Use phone pay apps when possible to order rides and/or settle fares.
- Do not share any hired service with another person.
- Wear a high-quality, well-fitting mask or face covering during the ride.
- Use hand sanitizer (at least 60% alcohol) upon entering and leaving the vehicle.
- Avoid unnecessary touching of surfaces inside the vehicle.
- Practice good hygiene: cough or sneeze into your elbow and avoid touching your mouth, nose, and eyes.
- Request for a car with a partition between the driver and passenger if possible.
- Ensure that the driver wears a mask.
- Ensure that the driver has the windows open or that the vehicle's air vents are open and set to fresh air – not recirculation.
- Handle your own personal bags and belongings during pick-up and drop-off. Use hand sanitizer (with at least 60% alcohol) immediately after handling belongings and after exiting the car. Wash your hands as soon as you can.



RENTAL CARS

- If you will be needing ground transport frequently and for an extended timeframe during the season, avoid public transport or taxi; opt to drive your own rental if possible.
- If renting a car, select a rental company with curbside rentals, when possible.
- Use your own electronic toll device or ensure the rental car is equipped with an electronic toll device.
- Rental car companies have largely implemented strict cleaning and disinfection policies between rentals. However, for additional peace of mind, wipe down with disinfectant wipes high-touch areas such as interior door handles, key fob, dashboard, steering wheels, window buttons, and armrests.
- Only travel with other AU athletes or AU staff.
- Open vehicle vents or windows; be sure not to select the recirculate air option for the car's ventilation.

PUBLIC TRANSPORTATION

- Avoid the use of public transportation if at all possible.
- Do not travel if you are sick or experiencing any COVID-19 related symptoms.
- If you must take public transportation prior to the Season:
 - Wear a high quality mask
 - Select cars that allow for the greatest social distancing.
 - Sit or stand as far from others as you can.
 - Once you leave the bus or train car use hand sanitizer (at least 60% alcohol).
 - If possible, use during non-peak periods when occupancy is lower.
 - Allow extra time in case you need to wait for a less crowded bus or train.
 - Practice good hygiene: cough or sneeze into your elbow and avoid touching your mask, mouth, nose, or eyes.
 - Purchase tickets and add value to fare cards online to minimize use of self-serve kiosks or the customer service desk.

LODGING DURING TRAVEL

- Book your stay online and limit payments to the card listed on the original online reservation to minimize card exchange and handling by multiple people.
- If available, use mobile check-in processes.



- ❑ Choose self-parking options, instead of valet service, as available.
- ❑ Do not share a room.
- ❑ Wash your hands as soon as you get to your room.
- ❑ Wipe down high touch objects in the hotel room with disposable wipes.
- ❑ Stay in the hotel room to the extent possible.
- ❑ If using the hotel pool, ensure you comply with physical distancing requirements.
- ❑ Ensure you are not in the room during housekeeping service and increase ventilation in the room by running the fan, if possible. Put away your personal belongings to minimize contact during cleaning.
- ❑ Eat in the hotel room with either room service or delivery service.
- ❑ If in-room food delivery options are not available, get take-out from the hotel restaurant or another restaurant nearby.
- ❑ Limit activities in public to essential errands, such as getting food.

IN MARKET TRANSPORTATION

The following provides suggested general guidance and procedures while travelling by bus, van, or other communal vehicles.

Note: Vehicular means of transportation are recommended only when necessary. If the destination can reasonably be reached by other means (walking, jogging, bicycling, hiking, etc.), it may be beneficial to plan travel to the destination using those alternatives.

ADMINISTRATION

- ❑ Maintain a roster of qualified, trained, and licensed drivers/staff to fill critical transportation positions.⁶
- ❑ Secure the use of a dedicated and exclusive shuttle bus for AU athletes and staff.
- ❑ Stock disposable facemasks, hand sanitizers (at least 60% alcohol), and cleaning supplies. Enact a plan for the distribution, disposal, cleaning (when appropriate), and resupply of these items.
- ❑ Instruct transportation staff to report any COVID-19 related symptoms or COVID-19 diagnosis to AU management or the AU medical team.

⁶ CDC guidance for bus transit operators.

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/bus-transit-operator.html>



- ❑ *Best practice:* All transportation drivers/employees are screened at the beginning of their shifts for signs of illness.
- ❑ Actively encourage sick employees to stay home and implement flexible sick leave.
- ❑ Provide athletes and staff with access to alcohol-based hand sanitizer (at least 60% alcohol) and face masks prior to boarding.
- ❑ *Good practice:* Vehicle operators should wear a high-quality, well-fitting face mask or face covering while carrying passengers. Operators should wear disposable or cloth masks and change or wash masks as they get wet or dirty, at least on a daily basis.
- ❑ Provide staff with U.S. Environmental Protection Agency ([EPA](#))-approved [disinfectants](#) for vehicle cleaning.
- ❑ If possible, obtain use of a large vehicle or incorporate the use of a greater number of vehicles (athlete and staff vehicles) in order to allow passengers to maintain greater physical distance.
- ❑ Reduce the number of available seats in order to increase physical distance between passengers. Mark restricted seats using signage, decals, colored string, tape, etc.
- ❑ Instruct passengers to practice directional flow as much as possible when entering and exiting the vehicle (i.e., first passengers must go to the back of the vehicle and fill the available seats before moving up the vehicle. This practice limits walking past already seated passengers to find an available seat. Those at the front of the vehicle should exit first.
- ❑ *Best practice:* Leave several front rows of seating unavailable to maintain social distance for the driver/operator.
- ❑ Open doors and windows and high touch surfaces between uses.
- ❑ If possible, seek use of a vehicle with clear, impermeable barrier between operator and rest of the cabin.
- ❑ If possible, open vehicle windows, and be sure not to select the recirculate air option for the vehicle's ventilation.

VEHICLE PASSENGERS

- ❑ Do not board if you are sick or experiencing any flu-like symptoms.
- ❑ Wash or sanitize hands before boarding a bus, van, or vehicle.
- ❑ Practice good hygiene: cough or sneeze into your elbow and avoid touching your mouth, nose, and eyes.



- If possible, maintain physical distance by maximizing distance between yourself and other passengers.
- Wear a high quality facemask while riding in vehicles if you are with others. You do not need to wear a facemask if you are alone driving your own vehicle.
- When exiting, remove all belongings and discard all waste.

SHUTTLE BUS OPERATORS

- Do not operate if you are sick or experiencing COVID-19 related symptoms.
- Wear a high-quality, well-fitting face mask or face covering while carrying passengers. Wear disposable or cloth masks and change or wash masks as they get dirty, at least on a daily basis. Ensure your face mask does not impact vision or the ability to operate the vehicle safely.
- Maintain physical distance by limiting interactions with passengers.
- When possible and safe to do so, operators should open windows and doors prior to athlete and staff boarding. If not possible nor comfortable to open windows, set the ventilation system to high. Do not recirculate air.
- Open doors and windows and circulate air after passengers have disembarked to exchange air inside the vehicle.
- Wash hands using soap and water for at least 20 seconds or disinfect hands using alcohol-based hand sanitizer (minimum of 60% alcohol) before and after work shifts and breaks, and after touching frequently touched surfaces.

CLEANING AND DISINFECTION PERSONNEL

- Do not work if you are sick or experiencing COVID-19 related symptoms.
- Wear a facemask.
- Best practice:* Disposable gowns are worn during cleaning and disinfection.
- Clean and disinfect vehicles daily. *Best practice:* Clean and disinfect the vehicle before and after each use during the day
- Always clean and disinfect the vehicle's commonly touched surfaces between user groups or route runs.
- If hard non-porous surfaces (e.g., hard seats, handles, doors, windows, etc.) are visibly dirty, clean them with a detergent or with soap and water before disinfecting.
- Disinfect hard non-porous surfaces using the following:
 - [EPA Registered Antimicrobial Products for Use Against Novel Coronavirus SARS-CoV-2.](#)



- ❑ Diluted household bleach. Add 5 tablespoons (1/3 cup) of bleach to a gallon of water or 4 teaspoons of bleach to a quart of water. Do not use in conjunction with ammonia-based solutions.
- ❑ Alcohol-based solutions containing at least 70% alcohol.
- ❑ Use eye protection when preparing cleaning solutions.
- ❑ If soft or porous surfaces (e.g., fabric seats, upholstery, carpets) are visibly dirty, clean them using appropriate cleaners and then disinfect soft or porous surfaces using [EPA Registered Antimicrobial Products for Use Against Novel Coronavirus SARS-CoV-2](#).
- ❑ If frequently touched electronic surfaces (e.g., cabin controls, touch screens, lights) are visibly dirty, clean them using products appropriate for use on electronics.
- ❑ Disinfect electronic surfaces according to the manufacturer's recommendations. If none exist, use alcohol-based solutions containing at least 70% alcohol.
- ❑ Remove and dispose of gloves, masks, and gowns (if applicable) immediately upon exiting the vehicle, following CDC guidance for removing gloves, gown, and masks.⁷
- ❑ Immediately after cleaning and disinfection (and before taking breaks), wash hands using soap and water for at least 20 seconds or disinfect hands using alcohol-based hand sanitizer (at least 60% alcohol).
- ❑ If disposable gowns are not worn, immediately launder clothes (or uniform) worn using the warmest appropriate water and dry completely. Wash hands immediately after handling dirty laundry.
- ❑ For more information, follow [CDC guidance on cleaning and disinfecting](#).

⁷ <https://www.cdc.gov/hai/pdfs/ppe/ppe-sequence.pdf>



REFERENCES AND RESOURCES

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<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

U.S. Federal Aviation Administration. *Travelers.* <https://www.faa.gov/travelers/>

U.S. Transportation Security Administration. *Coronavirus (COVID-19) information.*

<https://www.tsa.gov/coronavirus>

Limitations: EH&E's advice, recommendations, guidance, and work product is intended to augment and supplement all existing local, state and federal, laws, by-laws, regulations, and ordinances that may apply



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