

Contractor Expectations: COVID-19 Public Health and Safety Requirements

Last updated: July 8, 2020

Overview

George Mason University (Mason) recognizes the challenges and risks associated with performing its academic, research, and scholarship activities among the COVID-19 pandemic. The university has implemented leading practices to mitigate the risks of COVID-19 for faculty, staff, and students, as well as those who serve our campus.

Mason expects those contractors, including all of their employees, independent contractors, and subcontractors (collectively “Personnel”), who serve on any university campus to follow university expectations regarding employee public health and safety precautions, testing, quarantining, and reporting. These expectations are outlined below. Contractors are further expected to follow the university’s public health and safety precautions and guidelines, as outlined on our Safe Return to Campus website (<https://www2.gmu.edu/Safe-Return-Plan>). Contractors should work with their Contract Administrator regarding these expectations and to ensure compliance.

Contractor Public Health and Safety Requirements

1. Adherence to University Guidelines

Contractors are expected to follow the university’s public health and safety precautions as outlined on our website (<https://www2.gmu.edu/Safe-Return-Plan>). Contractors should work with their Contract Administrator regarding these expectations and to ensure compliance.

2. Daily Self Screening

Contractors will implement Personnel daily self-screening for COVID-19 symptoms and exposure risks. Personnel are expected to monitor their health status and report COVID-19-related symptoms immediately to their supervisor.

3. Isolation and Quarantine

Contractors are expected to follow university guidelines regarding the isolation and/or quarantining of employees who exhibit COVID-19-related symptoms or test positive for the disease. Such employees are not allowed on our campus. Personnel who are on campus and become symptomatic should immediately be isolated until they can be removed. Those employees and any other employees who were exposed to a symptomatic employee must follow the university’s protocols for quarantine and isolation. Personnel should not return to work until they meet CDC/[VDH criteria](#) for returning to work.

4. Reporting to the University

Contractors are expected to report in real-time to their Contract Administrator any occurrence of the following. For any of the below circumstances, Personnel are expected to

report the affected persons work location, other locations visited on campus, and timing of on-campus presence. Contract administrators will add this information to the university's tracking and tracing database.

- Personnel (without names) who have not come to work or have been asked to not come to work based on the employee's daily self-screening.
Personnel (without names) who self-report symptoms or become symptomatic.
- Personnel (without names) who test positive for or have been diagnosed with COVID-19.
- Personnel (without names) who were in contact with a symptomatic or positive-tested employee.
- Locations visited or occupied by individuals that fall into the categories above.

Note: Contractors should not report Personnel names or HIPAA-protected information to the university. No identifiable information will be collected or reported beyond company name and work location. In the event that a contractor is not aware of their Contract Administrator, they may contact the Mason's Purchasing Office at Purch1@gmu.edu or at 703-993-2580.

5. Personnel Education and Training:

Contractors are expected educate and/or train their Personnel regarding both these requirements and the university's public health and safety precautions as outlined on our website (<https://www2.gmu.edu/Safe-Return-Plan>).

6. Modifications to Work Locations

Contractors are expected to work with their Contract Administrator and the university regarding any modifications to typical work locations. Contractors are also expected to work with their Contract Administrator to ensure proper safety in the event that an employee is not able to wear a face covering.

Mason thanks you for your cooperation with these requirements and your participation as we work to provide a safe and healthy campus.