



Fon du Lac Park District

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July 9th, 2020

Memorandum: All Park District Employees, Volunteers, Contract Employees and Program Participants

Reference: COVID-19 Policy concerning Traveling outside of Illinois

COVID-19 cases and deaths have been reported in all 50 states, and the situation is constantly changing. Because travel increases your chances of getting infected and spreading COVID-19, the Fon du Lac Park District will be implementing the following directives for anyone who travels outside of Illinois and utilizes our programs and facilities. This directive applies to all Park District Employees, Volunteers, Contract Employees and Program Participants.

If you fall into one of the groups listed above, you will be required to take the following actions:

- Notify your Immediate Supervisor or Program Director if you or your immediate family travels outside of Illinois.
- Your Immediate Supervisor or Program Director will then determine if the area you traveled to is considered a “Hot Spot” for COVID-19.
- If the area you traveled to is considered a “Hot Spot”, you will be given the choice to either; be tested for COVID-19 or self quarantine from working or using our facilities for 14 days.

Remember, Travel increases your chances of getting and spreading COVID-19. We don't know if one type of travel is safer than others; however, airports, bus stations, train stations and rest stops are all places travelers can be exposed to the virus in the air and on surfaces. The Park District's goal is to provide a safe work environment for both our staff and visitors. By following this directive, we can all do our part to reduce the spread of this virus.

Thank you

Michael D. Johnson
Director, Fon du Lac Park District