

MEMORANDUM

October 3, 2020

Dear FIU family,

Next week many of you will be on campus for the first time after months of working remotely. I am happy to welcome you back and reassure everyone, including those of you who have been on campus all along, that our FIU is ready for this phase of our repopulation efforts.

We are inviting you back to campus according to a thoughtful plan while observing Centers for Disease Control and Prevention guidelines with everyone's health and well-being as our top priority.

Our vice presidents and deans will lead their areas' repopulation efforts and ensure that we follow our [Panthers Protecting Panthers](#) plan so that everyone feels supported and ready to succeed.

For the safety of everyone, please follow these guidelines upon returning to campus:

- **Accessing campus**

A valid [FIU One Card](#) will be your key to campus, as buildings will only be accessible by swiping the One Card. Also, please make sure your [FIU parking permit](#) is active.

- **Screening & FIU P3 app**

All faculty, staff, and students must complete the "Safety Screening Checklist" on the [P3 app](#) before coming onto campus. When arriving to campus, please use the "Return to Campus Check-In" feature to check-in. You can check-out once you leave for the day. If you haven't already done so, please download the app from the [Google Play](#) or [Apple](#) store and complete the mandatory [COVID-19 course](#) before returning to work on campus.

- **Wear a face covering**

Face coverings are required by the university for your safety and the safety of others. If you have your own office with a door, you can remove the face covering while working with the door closed.

- **Enhanced cleaning and disinfection**

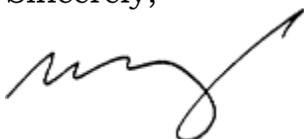
At your workspace you will receive a PPE kit that includes two washable face coverings, hand sanitizer and disinfectant spray. This is for your personal use to frequently clean and disinfect your work area.

- **Follow social distancing guidelines**  
Please remain six feet apart from others at all times.
- **Wash your hands often and for at least 20 seconds**  
Please maintain social distancing in bathrooms and wash your hands thoroughly and use hand sanitizer throughout the day.
- **Stay home if you do not feel well**  
If you feel ill, for your safety and the safety of others, please do not come into work, however, do complete the P3 app. Doing so will notify the Contact Tracing Team as well as your supervisor for next steps.
- **Lunch time**  
Check [ShopFIU](#) for information on open dining locations and other available services on campus. Dining locations will have additional sanitation protocols in place. If you have an office, you may eat at your desk with the door closed. Please keep your workspace clean and dispose of your trash in a receptacle that is picked up daily. If you work in a shared space, tables and chairs with adequate social distancing are available for the entire university community at various locations across campus.
- **All meetings must continue to be online**  
All meetings with team members should be held online to the extent possible. In every instance, please maintain physical distancing of six feet and continue wearing face coverings when in the presence of others. Please do not gather in conference rooms.
- **Flu shot**  
We strongly encourage our university community to get a flu shot this year. Flu shots for faculty, staff and the community are available at FIU Health Faculty Group Practice at MMC. For questions or to make an appointment, call 305-348-DOCS.

As we move forward with our repopulation strategy, I encourage you to reach out to your supervisor if you have any questions or concerns. I thank you for your flexibility and understanding, and I look forward to seeing you around campus very soon.

Go Panthers!

Sincerely,



Mark B. Rosenberg  
President