



University of Pittsburgh COVID-19 Standards and Guidelines: Safe Mobility

I. Purpose

This document details the University of Pittsburgh's (University) Standards and Guidelines on safe mobility and addresses University-related travel, Personal Travel, Commuting, and general safe travel guidance. These Standards and Guidelines are applied to each of the University's COVID-19 Operational Postures (High Risk, Elevated Risk, and Guarded Risk). More information on these Operational Postures and their Gating Criteria can be accessed at the following website: <https://www.coronavirus.pitt.edu/operational-postures>.

The Standards and Guidelines outlined below are subject to change as deemed necessary by the Health Care Advisory Group's (HCAG) recommendation to the Senior Leadership Team (SLT) and approval of the Chancellor. Communication about the University's current Standards and Guidelines will be announced by the Chancellor and posted on the following website: <https://www.coronavirus.pitt.edu/>.

The University will always operate in compliance with federal, state, and local health standards and restrictions, including [Pennsylvania Department of Health guidance](#). The University reserves the right to implement additional health standards and restrictions that reflect the needs of the University and the health, safety, and well-being of its community.

II. Scope

The Standards and Guidelines below apply to the entire University, including all University Members and campuses.

III. Definitions

- A. University-related Travel: Travel associated with the University, or where the traveler represents the University, including for administrative, teaching, research, and athletic functions, academic credit, or University sponsorship, regardless of what entity pays for such travel. This includes travel from the University to another workplace or from your Home to a workplace other than your Home Campus. It does not include commuting.
- B. Commuting: Travel between an individual's home and Home Campus conducted on a regular basis, excluding commuting by air travel. Commuting may include travel

to/from your Home Campus to/from adjacent counties or states of Ohio, West Virginia, New York, or Maryland.

- C. Home Campus: The University campus at which a University Member is primarily assigned for work or study.
- D. Personal Travel: Travel for individual reasons and not on behalf of the University, such as recreational travel or trips home to see family.
- E. University Member: Refers to all full- and part-time faculty, staff, students, visitors, volunteers, fellows, trainees, and interns on all campuses.

IV. Authorized Travel

Regardless of the University's Operational Posture, all University-related Travel, including international, domestic, to other University campuses, and local travel, must be restricted to the maximum extent possible for the duration of the COVID-19 pandemic. Alternatives, such as videoconferencing, should be used to the maximum extent possible.

The sections below outline the University's standards regarding University-related Travel for each of the University's Operational Postures. For guidelines on Commuting and Personal Travel, please see Section V.

To the extent travel is permitted, a University Member should comply with the procedures set forth in Section VI upon return. Also, University Members should note that pursuant to [CDC order](#), effective February 1, 2021, you must wear a face covering that covers both the mouth and nose when awaiting, boarding, traveling on, or disembarking from public transportation, including ride sharing (e.g., Uber or Lyft). This would include using such forms of transportation for commuting or traveling to or from campus for any reason.

A. High Risk Posture

No University-related Travel is permitted, including international, domestic, to other University campuses, and local travel, unless an exception is granted. Exceptions must be approved by the member of the Senior Leadership Team who oversees the department, school, unit, or individual requesting travel; and will only be approved in limited circumstances, and only if it is necessary to fulfill a core or primary job function, and provide crucial support to the University. Travel that was previously approved under a different posture, but not yet taken must be canceled, unless an exception is granted. All travelers who are away at the time their Home Campus moves to a High Risk Posture should contact either the University's Travel Office (for domestic travel) or Pitt Global (for international travel) who may consult with the University's Emergency Operations Center (EOC) for guidance on whether returning to their Home Campus is necessary and safe to do so.

These restrictions apply to student travelers. Additional requirements and information regarding student international travel is available at: <https://www.abroad.pitt.edu/>.

Commuting and Personal Travel must be limited to the maximum extent possible (see Sections V A. and B.).

B. Elevated Risk Posture

University-related travel is restricted to that travel necessary to fulfill a core job function and must be approved by the member of the Senior Leadership Team who oversees the department, school, unit, or individual requesting travel, or a direct report of that member of the Senior Leadership Team who has been delegated this authority. This includes all international, domestic, and regional official travel. Travel that was previously approved under a different posture, but not yet taken must be canceled, unless permission is granted as specified in this paragraph. All travelers (faculty, staff, and students) who are away at the time their Home Campus moves to an Elevated Risk Posture should contact either the University's Travel Office (for domestic travel) or Pitt Global (for international travel) who may consult with the EOC for guidance on whether returning to their Home Campus is necessary and safe to do so.

These restrictions apply to student travelers. Additional requirements and information regarding student international travel is available at: <https://www.abroad.pitt.edu/>.

Commuting and Personal Travel must be limited to the maximum extent possible (see Sections V. A. and B.).

C. Guarded Risk Posture

All University-related Travel is permitted, subject to the approval processes set forth by the unit with the faculty, staff, or student requesting traveling, and in consideration of the factors mentioned in this Section. University Members are strongly encouraged to remain in the general area (i.e., local region and adjacent counties) of their Home Campus and avoid travel away from campus until the end of in-person classes for a given academic term.

This approval process must include an assessment of pandemic-related health and safety conditions in the intended destination. Such an assessment must include consulting the [Centers for Disease Control and Prevention's \(CDC\) Travel Notices](#), [U.S. Department of State notices](#), and the [Pennsylvania Department of Health](#). Additionally, requirements and information regarding student international travel is available at: <https://www.abroad.pitt.edu/>.

Commuting and Personal Travel must be limited to the maximum extent possible (see Sections V. A. and B.).

V. Commuting and Personal Travel

The University strongly encourages all University Members to follow the general safety requirements outlined below when engaging in Commuting and Personal Travel. Following these guidelines will aid in the University's effort to promote safety in our community and help mitigate the spread of COVID-19.

A. Commuting

There are no restrictions governing specific modes of transit (e.g., bus or train) that can be used in Commuting. However, University Members must be aware of the specific risks involved in each mode of transit, as outlined in the Appendix.

B. Personal Travel

Regardless of the University's Operational Posture, University Members are strongly encouraged to remain in the general area (i.e., local region and adjacent counties) of their Home Campus and avoid any travel until the end of in-person classes for a given academic term. This includes limiting Personal Travel to the maximum extent possible.

Prior to returning to campus from Personal Travel, University Members must monitor symptoms and quarantine as necessary (see Section VI).

Before traveling, including for Personal Travel, it is important to consult the CDC's [Travel Notices](#).

VI. Quarantine After Travel

The University does not require a quarantine period after travel. University Members should follow [CDC guidelines](#) for travel. In addition to following CDC guidance, anyone who exhibits [COVID-like symptoms](#) upon return from any travel should consult <https://www.coronavirus.pitt.edu/covid-19-campus> before returning to campus.

Further restrictions may also apply and must be adhered to, as determined by current guidance from the [Allegheny County Health Department](#), [Pennsylvania Department of Health](#), or other county health departments applicable to the Home Campus.

VII. Related Authorities

[Allegheny County Department of Health](#)

[Centers for Disease Control and Prevention Guidance: Symptoms of Coronavirus](#)

[Centers for Disease Control and Prevention's Travel Notices](#)

[Centers for Disease Control and Prevention Traveler FAQs](#)

[Centers for Disease Control and Prevention Order: Face masks - public transportation](#)

[Pennsylvania Department of Health COVID-19 guidance](#)

[Pitt Research COVID-19 Updates and Resources](#)

[Process to Reopen Pennsylvania](#)

[University's COVID-19 Operational Postures and Gating Criteria](#)

[University's COVID-19 Standards and Guidelines: Face Coverings, PPE, and Personal Hygiene](#)

[University's COVID-19 Standards and Guidelines: Travel Management](#)

[University's Department of Environmental Health and Safety Guidance and Use Case Scenarios for Face Coverings and PPE](#)

[U.S. Department of State’s Travel Advisories System](#)
[U.S. Environmental Protection Agency \(EPA\) disinfectants for use against SARS-CoV-2](#)

VIII. Contact Information and Public Accessibility

This document is posted on the Office of Policy Development and Management’s website and can be found at: <https://www.policy.pitt.edu/university-policies-and-procedures/covid-19-standards-and-guidelines> . For questions related to this document, please contact Resilience Steering Committee at: ResilienceSteeringCommittee@pitt.edu .

Appendix: General Guidelines for Safe Travel

Travel increases one's chances of getting and spreading COVID-19. COVID-19 cases and deaths have been reported in all U.S. states and globally. COVID-19 case counts are fluid, with some regions reporting increasing case counts while case counts in other regions are declining, at both the domestic and international levels.

Public travel areas such as airports, bus stations, train stations, and rest stops all present substantial risk of virus exposure for travelers. Specific risks include shared, high-touch surfaces, and crowd density that might make it difficult to maintain the recommended six (6) feet of physical distance. It is likely that the safest form of travel is by personal car for distances that do not require stops for rest or refueling. However, travelers should remain cautious about the risks of car travel, especially the use of rental cars.

It is important to remember that when traveling, or interacting with those who have traveled, the fundamental principles of physical distancing and limiting the number of close personal contacts should be maintained. Compliance with the [CDC's order](#) requiring a face covering that covers both the mouth and nose when awaiting, boarding, traveling on, or disembarking from public transportation is also critical.

The guidelines below should be followed, to the extent possible, during each University Operational Posture.

1. Air Travel

Air travel requires spending time in security lines and airport terminals, which can bring travelers into close contact with other people and frequently touched surfaces. Most viruses do not spread easily on flights because of how air circulates and is filtered in airplanes. However, maintaining physical distance is difficult on crowded flights; and one may have to sit near others, sometimes for hours, and in many cases, near passengers who are not masked. This proximity and lack of masking may increase the risk for exposure to the virus that causes COVID-19. The CDC provides additional [FAQs](#) related to travel that should be consulted. The guidelines shown below regarding public transit are also applicable.

2. Public Transit

Traveling on buses and trains for any length of time can involve sitting or standing within six (6) feet of others and/or encountering frequently touched surfaces. Best practices for taking public transit include, but are not limited to, the following:

- Check with local transit authorities for the latest information on schedules, changes to services, and procedures.
- Avoid touching surfaces such as kiosks, digital interfaces, ticket machines, handrails, restroom surfaces, benches, etc., as much as possible. If you must touch these surfaces, wash or sanitize your hands as soon as possible after doing so and before touching your face.

- Use touchless payment and no-touch trash cans and doors when available.
- When possible, travel during non-peak hours (e.g., not during rush hour) when there are likely to be fewer people.
- Follow physical distancing guidelines by staying at least six (6) feet from people who are not from your household.
 - Avoid gathering in groups, and stay out of crowded spaces when possible, especially at transit stations and stops.
 - Consider skipping a row of seats between yourself and other riders if possible.
 - Enter and exit buses through rear entry doors if possible.
 - Look for social distancing guidelines or physical guides offered by transit authorities.
- After you leave the transit station or stop, wash or sanitize your hands. Do the same when you arrive at your destination.

3. Rideshare, Taxi, Limo

While taking forms of car transportation such as rideshare, taxis, or limos, the following guidelines should be followed:

- Avoid contact with surfaces frequently touched by passengers or drivers, such as the door frame and handles, windows, and other vehicle parts. In circumstances where such contact is unavoidable, use a hand sanitizer as soon as possible afterward and before touching your face.
- Avoid accepting offers of free water bottles, and avoid touching magazines or other items that may be provided free to passengers.
- Use touchless payment when available.
- Limit the number of passengers in the vehicle to only those necessary, and preferably only those within your household.
- Avoid pooled rides, or rides where multiple passengers are picked up who are not in the same household as you.
- Sit in the back seat in larger vehicles such as vans and buses so you can remain at least six (6) feet away from the driver.
- Ask the driver to improve the ventilation in the vehicle if possible—for example, by opening the windows or setting the air ventilation/air conditioning on non-recirculation mode. Make certain the driver is wearing a mask.

- After leaving the vehicle and before touching your face, use hand sanitizer; when you arrive at your destination, wash your hands or use hand sanitizer again.

4. Car travel

While using a personal car for travel, making stops (e.g., for gas, food, or bathroom breaks) can put travelers and their companions in close contact with other people and frequently touched surfaces. However, this manner of travel may still be less risky than other travel alternatives, as the individual has more control over the level of risk exposure.

5. General Travel Best Practices

For all travel, regardless of the type of transportation, following these general guidelines will help mitigate the risk of COVID-19 infection during the course of the trip:

- Practice hand hygiene and respiratory etiquette as provided in [University guidance for face coverings, personal protective equipment, and personal hygiene](#).
- Before traveling, wash hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol for at least 30 seconds; keep the hand sanitizer within easy reach.
- Use hand hygiene frequently during trip if stops are made for food, gas, etc.
- Upon reaching final destination, wash or sanitize hands again.
- Avoid touching eyes, nose, or mouth with unwashed hands.
- Cover coughs and sneezes with a tissue or use the inside of the elbow. Throw used tissues in the trash and wash/sanitize hands immediately.
- Practice physical distancing—during travel, try to keep at least six (6) feet from people who are not part of your household.
- Wear cloth face coverings, especially when physical distancing is difficult.
- Have adequate supplies: before traveling, pack sanitizing wipes and hand sanitizer with at least 60% alcohol. Bring cloth face covering to wear at times when physical distancing is difficult (e.g., while riding on a train or bus, waiting at a rest stop, or riding in a car with people outside of the same household).
- Consider preparing food and water for the trip. Pick up food at drive-throughs or curbside restaurant service. Pack non-perishable food in case restaurants and stores are closed.

- Before traveling, [consult CDC](#) for additional travel considerations.

6. Specifications for International Travel

The University relies on the [U.S. Department of State's Travel Advisories System](#), the [Centers for Disease Control and Prevention's Travel Notices](#), and Governor Tom Wolf's [Process to Reopen Pennsylvania](#), as well as the University's Operational Postures, to guide decision-making regarding University members' travel overseas. In addition, the University offers the following standards and guidelines for international travel:

- The CDC recommends avoidance of all nonessential international travel because of the COVID-19 pandemic. Health care systems in some parts of the world are overwhelmed, and there may be limited access to adequate medical care in affected areas. Many countries are implementing travel restrictions and mandatory quarantines, closing borders, and prohibiting non-citizens from entry with little advance notice. Airlines have cancelled many international flights, and in-country travel may be unpredictable. For those choosing to travel internationally, travel plans may be disrupted, and travelers may have to remain outside the United States for an indefinite length of time.
- Travelers should be sure to give the airline current contact information when booking tickets to enable notification in the event of exposure to a sick traveler on a flight. Under current federal regulations, pilots must report all illnesses and deaths to CDC before arriving at a US destination. If a sick traveler is considered a risk to the public's health, CDC will work with local and state health authorities to contact exposed passengers.
- Some countries are conducting exit screening for all passengers leaving their country. Before being permitted to board a departing flight, travelers may have their temperature taken and be asked questions about travel history and health.
- There may be limited access to adequate medical care in some destination locations. However, through UPMC Health Insurance, University travelers are automatically eligible for [Assist America](#) services. Assist America services include emergency medical services such as help with hospital admissions, referrals to qualified physicians, and emergency medical evacuation. In addition, it also provides assistance with trip preparation such as advisement on required immunizations and location of medical facilities at their destination. Information is available at [assistamerica.com](#) before or during travel. If travelers are going to an area where there are health concerns, they should contact Assist America at 1-800-872-1414 prior to departure.