



CITY OF SAINT PETER EMPLOYEE COVID POLICY – **EFFECTIVE April 26, 2024**

Goals of the Policy

- This is part of an effort to reduce the risk of illness to our employees. Implementation of the policy can help our employees reduce the risk to themselves, other employees and our community.
- Encourage employees to be vaccinated. Protection provided by the current vaccine against symptomatic infection and transmission is less than against severe disease and diminishes overtime, especially against currently circulating variants. For this reason, it is important to stay up-to-date, especially as new vaccines become available.
- Reduce lost time and provide service to the Community.

Employees are encouraged to report to their Supervisor the following:

- A positive COVID Test.

A. If you have symptoms or Test Positive for COVID-19 (stay home and away from others), regardless of vaccination status.

- You may return to work/normal activities when symptoms are improving, and you are fever free for **24hrs WITHOUT** the use of fever-reducing medication.

B. Guidance / Recommendations from the CDC

- Stay up to date with vaccination – includes the flu, COVID-19, and RSV (if eligible)
- Practicing good hygiene – cover coughs and sneezes, washing or sanitizing hands often, and swipe down surfaces that are touched often
- Use purifying indoor air, open windows/doors for cleaner air when possible

Reporting Process

Public Works

- Report to the Superintendent of the Division you are assigned.
- Unassigned employees, Office Staff and Mechanic will report to the Director of Public Works.

Finance

- All employees assigned to Finance Department shall report to the Director of Finance.

Recreation and Leisure Services

- All employees including Facility Maintenance Workers shall report to the Director of Recreation and Leisure Services.

Police

- Officers shall report to the Sergeant(s)
- Communication Technicians (Dispatchers) to the Office Services Supervisor
- Detectives and Sergeants report to the Chief of Police

MRVT

- All Employees report to either the Operations Manager or Compliance Manager.

All other employees

- Report to the City Administrator

All employees should continue to wash their hands, and get tested for COVID-19 when needed. The CDC and Minnesota Department of Health advise it is important to continue to follow public health guidance to reduce the spread of COVID-19 even after you have been vaccinated

COVID SYMPTOM CHECKLIST (please check CDC website for up to date symptoms)

- Fever equal or greater than 100.4° F
- New sore throat or worsening cough
- Shortness of breath or difficulty breathing
- New loss of taste or smell
- Nausea
- Vomiting
- Diarrhea
- Chills
- Muscle pain
- Excessive fatigue
- New onset severe headache
- New onset nasal congestion or runny nose