

Hello everyone,

I am writing to provide you with a COVID-19 update. In an ongoing effort to protect the Chaffey Community, the District continually monitors the COVID-19 state, local, and federal guidance/mandates. As a result of the emergence of the Delta variant, the California Department of Health recently issued new guidance that recommends that regardless of vaccination status, individuals wear face coverings when indoors in a public setting. Taking this into consideration and based on the latest COVID-19 information available to the District, the following directives apply to every District employee:

Indoors

Effective August 10, all employees, regardless of vaccination status, must wear face coverings indoors while on-site, except when working by yourself in your own office (cubicles are excluded—i.e., they are not considered offices) or while eating and drinking or due to an accommodation authorized by Human Resources. Further, all employees, regardless of vaccination status, shall wear face coverings when interacting with the public and when traveling in vehicles with other individuals while at the workplace.

Outdoors

Employees who have not provided proof of full COVID-19 vaccination must wear a face covering when outside at all times while on-site except when they are eating and drinking or due to an accommodation authorized by Human Resources. However, maintenance staff who have not provided proof of vaccination do not need to wear a face covering outdoors when working alone. They must, though, have a face covering readily deployable while working alone outdoors and wear it when they are interacting with another person or when they are not maintaining social distance (i.e., six feet). Employees who have provided proof of full COVID-19 vaccination status do not need to wear a face covering when outside except when they are interacting with another person or when they are not maintaining social distance (i.e., six feet).

All previous directives regarding vaccination status for District business travel, certain offsite assignments, and athletics-related travel remain in place. The District has been working with students separately on issues surrounding the vaccination. Please refer all students with inquiries regarding vaccinations directly to me at susan.hardie@chaffey.edu.

Chaffey employees can provide proof that they have been fully vaccinated by submitting a copy of their COVID-19 Vaccination Record Card to: HRdocs@chaffey.edu.

If you are unable to comply with the face covering requirement due to a medical condition, mental health condition, disability, or communication disorder, or, if you cannot comply with the vaccination requirements due to a medical reason or because of a sincerely held religious belief, you must complete the appropriate exemption request form. To access these forms, please visit <https://www.chaffey.edu/coronavirus/exemption-forms.php>. The exemption request forms contain detailed instructions on what you need to do to complete them. Once Human Resources receives your completed form, a District Representative will contact you regarding the next steps, which may include exploring reasonable accommodations through engaging in the interactive process.

Please note that conditions may change depending on the trajectory of the pandemic. In the event the District needs to make changes to the current guidelines, it will notify the entire Chaffey community in advance.

Thank you,

Susan

Susan Hardie | Executive Director, Human Resources



5885 Haven Avenue

Rancho Cucamonga, CA 91737

direct: 909.652.6531 | fax: 909.652.6533