

## **Town of Essex and Village of Essex Junction COVID-19 Workplace Protocols**

**Effective 8/17/2021**

The below protocols are subject to change and will be edited on a regular basis as new guidance from VOSHA, OSHA, CDC, and the State of Vermont continues to evolve.

1. **Mask Requirements:** Masks will be worn by all visitors at all times when entering buildings that are open to the public. There shall be signs indicating the requirement to wear a mask on each door to the buildings. Employees may remain without a mask in the office if they are vaccinated and able to remain socially distant (6 feet or more), however, when a patron or other employee approaches, they are to wear a mask. Employees shall wear a mask if working in close proximity to others, including in cars, conference rooms, and in break rooms. One may remove a mask when working alone, or upon mutual agreement among persons working together. Unvaccinated persons must wear a mask at all times in public buildings. Plexiglass barriers should remain in place.

*Please note: The Police Department is subject to its own established safety protocols.*

**For Essex Free Library and Brownell Library:** Masks are required, regardless of vaccination status, in public areas of the library, for the safety of our young patrons and others who cannot be vaccinated.

2. **Social Distancing:** It is recommended that employees and visitors observe social distancing of 6 feet while on the job whenever possible.

3. **Building Openings and Remote Work:** Now that departments are officially reopened, remote work will be allowed in accordance with the new Remote Work Policy.