



HOLDEN FIRE DEPARTMENT

STANDARD OPERATING PROCEDURES AND GUIDELINES

1.8A – COVID-19 Travel Policy:

Purpose:

The 2019 novel coronavirus (COVID-19) is presenting challenging issues for travel outside of the New England Region including COVID Hotspots and international travel. With the risks associated with this type of travel and out of an abundance of caution the department sees the need for temporary procedures in place for all Firefighters and Administrative members of the department.

General:

- I. Until such a time as the COVID-19 outbreak is controlled or the Commonwealth of Massachusetts enters Phase 4 of re-opening, department members will not be permitted to travel for department business outside of Massachusetts.
- II. Until such a time as the COVID-19 outbreak is controlled or the Commonwealth of Massachusetts enters Phase 4 of re-opening, department members travelling for personal matters will adhere to the following guidelines:
 - a. Members travelling within the New England states or the states of NY/NJ will not need to notify the department of plans but are advised to monitor their health for signs and symptoms of COVID-19 upon return.
 - b. Members travelling outside of the above regions:
 1. Members travelling will notify the department of anticipated dates and location of travel.
 - i. If such travel is to a known COVID-19 hotspot defined as a region which has greater than a 5% 7 day moving average of positive cases, the department encourages a postponement of the trip.
 - ii. Should the member travel to a COVID-19 hotspot, upon return to work the employee will be required to follow the CDC/MDPH guidelines for first responders with possible exposure to COVID-19 for 14 total calendar days after the date of return from such travel:
 - Temperature check upon reporting for duty
 - Symptom check upon reporting for duty
 - Wear a mask at all times while on duty, the only exception to this rule is in the members bunkroom while isolated from other shift members.
 - If the member shows signs and symptoms of COVID-19, they will not be allowed to work and will seek the appropriate medical treatment and testing.



HOLDEN FIRE DEPARTMENT

STANDARD OPERATING PROCEDURES AND GUIDELINES

- iii. Travel abroad to Level 2 and Level 3 countries as designated by the CDC or cruise travel which is a Level 3 per CDC, will require the member to quarantine at home for a 14 day period upon return utilizing additional benefit time or unpaid leave. Members are reminded that this type of travel is risky and the United States Government advises that return can be delayed at any time due to new guidance on COVID-19 cases abroad.

Developed: 07/20

Revision: 09/20

Reviewed: 09/20