SOCIAL DISTANCING AT WORK

1. Utilize technology like Webex to conduct meetings even when people are in the same building.

2. If an in-person meeting is unavoidable, keep the meeting short and sit six feet apart from your colleagues. Avoid shaking hands.

3. Abide by current university travel restrictions. The situation is fluid, so check back regularly here.

4. Do not gather in breakrooms, by the copier or any other workplace locations where people socialize. If unavoidable, keep six feet apart when possible.

5. Avoid eating lunch in crowded spots such as lunchrooms and restaurants. Instead, opt to eat at your desk or away from others.

6. Limit attending fitness classes, leisure activities, etc. where contact with others is likely.

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