



Arvada Fire Protection District

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Directive

Number: 2020-02
Effective: March 22, 2020
To: All Members
From: Mike Piper, Fire Chief
Re: Emergency Travel Policy

Due to the current emergency circumstances related to the COVID-19 pandemic and to promote a healthy work force for the District community, the following travel policy is now in place until further notice by the Fire Chief.

All District employees must abide by all travel restrictions and advisories announced by the federal, state, or local governments. If an employee plans to or will travel outside the State of Colorado, that employee must report the location and extent of such travel to the Fire Chief at least 48 hours prior to returning to any scheduled work shift. Furthermore, if an employee has travelled to any area within or outside the State of Colorado that may have resulted in exposure to COVID-19, the employee must report the possible exposure to the Fire Chief as soon as practicable or within 24 hours. Those of you who previously reported travel information to Chief Mitchell need not report this again to me, except as otherwise indicated herein.

Travel outside the State of Colorado or to areas within the State that have been heavily impacted by the COVID-19 pandemic is strongly discouraged. The intent of this Policy is to protect our work force and the citizens of the District during this emergency. The District must be consistently prepared to meet the needs of the community during this emergency and maintaining full staffing levels is critical to meeting that primary goal.