Information for Contractors and Vendors Working or Providing Services at Princeton University

Every individual is responsible for protecting the health and safety of the community during the COVID-19 pandemic. All contractors and vendors are personally accountable for following these requirements.

Listed below are the minimum rules for working on campus. Your supervisor may have additional requirements.

1. **You must wear a face covering** that covers your nose and mouth at all times unless you are 1) alone in a space or 2) outdoors and at least six feet away from anyone else. Contractors and vendors who do not follow this policy will be asked to leave the site.

2. **Social distancing practices must be followed at all times.** This means staying at least 6 feet away from others. Activities that do not allow for social distancing with University students or staff must be reviewed and approved by the University’s Office of Environmental Health and Safety (EHS).

3. **If you are sick, do not report to work** at a Princeton University job site.

4. **If you are tested for COVID-19 or leave work with any of the following symptoms, you must tell your supervisor:**
   - Fever
   - Cough
   - Shortness of breath
   - Sore throat
   - Congestion
   - Body aches
   - New loss of smell or taste

5. Supervisors must share this information with their controlling contractor who will contact the Princeton University representative, such as the Field Manager or Project Manager.

6. **If you have been diagnosed with COVID-19, do not return to a University work site until you have received permission from your doctor or local health department.**

If you have any questions about these requirements, please contact your supervisor.

Updated August 26, 2020