

SRPMIC Phase 1.5 (as of Friday, Jan. 14, 2022)

No	Area	Rule Set
1.	Government Services	<ul style="list-style-type: none"> • Must continue all services and programming – some may require modification to virtual format • Actively answer phones 8 am - 5 pm • Leverage technology to minimize in-person contact with other staff • Maximize telework • If telework is not an option - staff need to be at the work site to perform their job • Management should rotate and stagger staff schedules for those that have to be at the worksite to maintain social distancing
2.	Council Meetings	<ul style="list-style-type: none"> • Council meetings - virtual • Council Public / District Meetings - virtual
3.	Government Buildings	<ul style="list-style-type: none"> • Not open to the public – doors locked • Meetings with customers (CMs) by appointment only • At a safe distance, escort customers and visitors in and out of the buildings
4.	Roundhouse Cafe	<ul style="list-style-type: none"> • Open – no inside dining (take out only)
5.	Time clocks - leave	<ul style="list-style-type: none"> • Time clocks remain on • Use Annual Leave per leave policy • Use Admin Leave instead of Sick leave (for this modified phase 1) – for any illness
6.	Community Schools	<ul style="list-style-type: none"> • Virtual learning • Maintain school meal service for school aged children – pick up only
7.	Indoor Facility use	<ul style="list-style-type: none"> • Memorial Hall & XPN buildings closed – can use the grounds outside • WOLF closed • Community Gyms closed • SR and Lehi Community buildings – Government use only • No private events • Neighborhood centers closed • Government conference rooms closed – approved only by exception from C Mgr
8.	Outdoor areas	<ul style="list-style-type: none"> • Parks – open • Ballfields – open • Skate park – closed • Pools - closed
9.	Travel	<ul style="list-style-type: none"> • Minimal travel – only for essential services or if required by court order or a grant
10.	Financial transactions	<ul style="list-style-type: none"> • No check pick up - only by mail • Encourage Direct Deposit and Pay Cards
11.	Masks and distancing	<ul style="list-style-type: none"> • All staff wear masks (inside of buildings) only exception is if you have a personal office work space where you can close your door. Must be a mask that form fits your face (no neck gaiters or bandanas). Face shield only is not allowed. • All customers (CMs) and visitors wear masks inside of buildings • Maintain 6 ft distancing
12.	Personal prevention	<ul style="list-style-type: none"> • If you are sick (with anything) – do not come to work • Continue all protocols to include: hand washing, avoid touching your face, Sneeze / cough in elbow • Disinfect used items and surfaces frequently • No hand shaking