

OPERATIONAL AREA REAWAKENING PLAN CRITERIA
Kansas State University

Academic/Administrative/Operational Unit: _____ Bldg/Room _____

Dean / VP Reviewing: _____ Date reviewed: _____

Instructions: All University departments and units are required to develop and submit a Reawakening plan before allowing any employees back to their respective campus buildings. The plans must align with the Framework for Reawakening K-State. Academic departments or units will submit their plans to the College Deans, who will assure that all criteria are met. Deans will then submit a summary of all plans in the college to the Provost for final approval. Administrative units will submit their plans to the respective Vice President, who will assure that all criteria are met before approving. This Review Form is intended to assist Deans and VPs in determining if unit plans meet all reawakening criteria. All approved plans will be filed with the Provost Office and posted on the [Reawakening website](#).

Definitions:

Social Distancing – Maintaining at least six-foot social distancing from every other person present at a location, washing hands with soap and water for at least twenty seconds as frequently as possible (or using hand sanitizer), covering coughs or sneezes (into the sleeve or elbow, not into the hands), regularly cleaning high-touch surfaces, and not shaking hands.

Mass gathering – Any planned or spontaneous, public or private event or convening in which individuals are in one location and are unable to maintain a 6-foot distance between individuals (not including individuals who reside together) with only infrequent or incidental moments of closer proximity.

Criteria (check if plan includes the criteria)

1. The plan clearly address how social distancing measures will be practiced within the department or unit.
2. The plan encourages individuals to wear face masks when social distancing is not possible.
3. The plan address how individuals within the department or unit can obtain face masks.
4. The plan requires all employees who will return to campus to [complete the EHS training](#)
5. The plan allows high risk individuals to restrict activities as much as possible.
6. The plan addresses how the department of unit will limit all mass gatherings to 10 individuals or fewer in phase one, 30 individuals or fewer in phase two and 90 individuals or fewer in phase three.
7. The plan encourages employees to work remotely as much as possible.
8. The plan clearly states that individuals who test positive for COVID-19 must remain in isolation for at least 7 days from symptom onset or 72 hours fever free, whichever is longer (or current public health official guidance).
9. The plan clearly states that individuals awaiting test results must remain in isolation.
10. The plan clearly states that individuals who have close contact with confirmed cases must remain in quarantine for 14 days.