



June 22, 2021

## Scripps College COVID-19 Business Travel Policy

This policy will be evaluated and updated as public health guidance and travel advisories continue to evolve. This policy is not intended to cover every possible situation.

The Center for Disease Control recommends that individuals delay travel until fully vaccinated. If you are not fully vaccinated and must travel, follow CDC's recommendations for unvaccinated individuals.

Domestic Travel recommendations.

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html>

Foreign Travel recommendations. International travel poses additional risks, and even fully vaccinated travelers might be at increased risk for getting and possibly spreading some COVID-19 variants. The COVID-19 situation, including the spread of new or concerning variants, differs from country to country. All travelers need to pay close attention to the current COVID conditions at the destination before traveling.

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/international-travel-during-covid19.html>

The Divisional Vice Presidents and the Dean of Keck Science have authority to approve appropriate travel that supports the academic and co-curricular mission of the College or critical administrative operations of the College. All Travel must be approved prior to booking a trip or committing funds.<sup>1</sup>

U.S. State Department has designated as category 4 “Do

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not Travel” will be approved. <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/>



#### Approval Process for Travel

- Employee submits travel request to their respective Vice President/Keck Science Dean for consideration.
- Issues such as entry