

COVID-19 Regulations

REOPEN PHASE:

Open Doors

MAXIMUM OCCUPANCY

30

Maintain Safe 6 FT Social Distancing.

*Please do not
rearrange furniture.*



Protocols for Facility Reservations



University
of the Virgin Islands



COVID-19 Protocols Use of Great Hall Facility

**Attention! Individuals with flu-like symptoms
are not allowed on campus.**

Amidst the COVID-19 pandemic, UVI's guidelines for facility reservations have been updated in an effort to better safeguard customer's and employee's safety.

Kindly adhere to the following University regulations:

Capacity

- Adhere to the social distancing policy enacted by the Government of the Virgin Islands. It is required that those in attendance are limited to essential staff and required personnel.
- Follow guidelines for capacity to ensure the approved six feet social distance. Layout will be determined by UVI with user and approved by UVI.
- Masks **must** be worn to protect individuals in the absence of a six feet distance, inside and outside of UVI's reserved facility by all participants. Masks, are also required when entering or exiting reserved facilities.

Layout/Facility Set-up

- Advance notice for coordination for all layout/facility set-ups are required.
- Any layout/facility set-up requested must uphold the social distancing policy of maintaining a six feet distance between individuals.
- Participants must remain within the designated event area.
- Once an event has started, any UVI approved changes to set-up must be made by the user.

Food/Refreshments

- If meals will be provided at the event or activity, only individually packaged meals are allowed to be distributed. Buffet- style service is NOT permitted in any reserved facility at this time.

Cleaning/Sanitizing (Maintaining a Safe Environment)

- The University will clean and sanitize facility in preparation for use by participant.
- The user is required to have cleaning and sanitizing equipment available for participants.
- The user is responsible for cleaning all surfaces touched during and at the end of the event. Regular cleaning of frequently touched surfaces is required during the event, including light switches, door handles, microphones, etc. This also includes areas in the restrooms such as door knobs, faucets, flush valves, and seats.
- Prior to departure, coordination with the UVI's Facility Reservation Department is required to ensure proper sanitary measures have been taken at the end of the event.



For more information or additional support, contact Security & Facility Reservations at (340) 692-4155.

**In the event of an emergency: Call 9-1-1 and notify
Campus Security at (340) 692-4155.**