



The City of Bridgeport, Connecticut
Office of Labor Relations and Human Resources
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To: Notice to all City Employees
From: Sandra Ferreira, Human Resources Manager
Date: January 19, 2021

Subject: GOVERNOR'S EXECUTIVE ORDER - OUT OF STATE TRAVEL ADVISORY

THIS NOTICE SUPERSEDES AND REPLACES THE NOTICE ISSUED ON SEPTEMBER 18, 2020

Governor Lamont issued Executive Order No. 9S, that mandates individuals returning to Connecticut who have spent twenty-four (24) hours or longer in an Affected State or Country experiencing high infection rates, to self-quarantine for a period of ten (10) days from the time of last contact with such Affected State (other than New York, New Jersey or Rhode Island) or Country (other than United States). As situation develops across the country, employees should regularly check the [CT Travel Advisory](#) website as guidance is updated regularly.

In compliance with Executive Orders and the State Department of Health CT regarding the Travel Advisory, City of Bridgeport employees are urged to avoid non-essential travel to an Affected State due to the risk of contracting the infection and the need to self-quarantine on return. An employee requesting a pressing need for such travel to an Affected State or Country, must notify their Department Head and the Office of Human Resources to report the reason for such travel and to discuss the **Testing Alternative requirement** prior to their trip.

A City of Bridgeport employee who returns to Connecticut from an Affected State is **exempt** from the self-quarantine requirement if the "Affected Traveler" (1) has had a test for COVID-19 in the seventy-two (72) hours prior to arrival in Connecticut or at any time following arrival in Connecticut (2) the result of such COVID-19 test is negative, and (3) he or she has provided written proof of such negative test result to the Office of Human Resources. Our offices will provide written proof of such negative test result to the Commissioner. If a test was obtained in the seventy-two (72) hours after the arrival in Connecticut, such traveler shall remain in self-quarantine until a negative test result is submitted to the Office of Human Resources. City employees are on notice that leave from work during this waiting period will be charged to the employee's appropriate leave time. Upon receiving a negative test result, the employee shall be cleared to return to work.

Municipal responses and procedures are subject to change, at any time, by City Administration. The above is intended as guidance and are subject to change. You should not rely on it as a complete or binding explanation of this topic. The creation and execution of these guidelines are subject to the reasonable discretion of the chief administrative office and departmental authorities. These policies do not constitute a contract of employment, express or implied, between the employee and City of Bridgeport. This is an informational guide and is subject to correction of any information which may have been inadvertently misstated.

All COVID-19 tests, other than COVID-19 antibody tests, shall be acceptable for this purpose.

If the test result is positive, the Affected Traveler must immediately self-isolate for fourteen (14) days from symptom onset or such positive test, seek medical assistance if the traveler is symptomatic, and adhere to the City Municipal Guidelines for return to work clearance. If applicable, this time may be covered under the First Families Coronavirus Response Act.

All Affected Travelers, prior to or no later than the day of arrival in Connecticut, are required to complete a Travel Health Form to the Department of Public Health by the Commissioner at <http://ct.gov/travelform> to submit it electronically.

Department heads will have the right to deny a leave request (remaining consistent with the municipal policy and respected collective bargaining agreements) based on the current department essentials needs of the office. Department heads must notify Human Resources of the intended arrangements. Any employee not following this procedure may be subject to discipline.

The City of Bridgeport has an obligation to assure a safe and healthy workplace for everyone. Because the current CT Travel Advisory circumstances arising from the COVID-19 pandemic as defined by the Centers for Disease Control and Prevention (CDC), World Health Organization (WHO), and other public health authorities; individuals have been advised to implement protections to ensure public health. Under recent guidance issued by the U.S. Equal Employment Opportunity Commission (EEOC); an employee infected with the virus who enters the workplace is a direct threat to the health and safety of others.

We appreciate the cooperation that everyone has exhibited during this COVID-19 pandemic.

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