**The Paladin Promise – Employees**

Furman is a special place and it is our pleasure to welcome you back to campus. To make that a reality during the COVID-19 pandemic, each of us will share a responsibility for the health and wellbeing of our whole community, including students, faculty, staff, and the Greenville area. We call it the Paladin Promise.

Before returning to campus I promise to:

* Monitor any symptoms of the virus prior to arrival to work each day. Those symptoms include cough, shortness of breath or difficulty breathing, fever of 100.4° or more, chills, repeated shaking with chills, muscle pain, sore throat, new GI symptoms, and/or loss of taste or smell.
* Seek medical assistance if I have experienced any symptoms of COVID-19 and immediately notify Furman’s Human Resources Department of a positive test result for the virus.
* Make an effort to protect myself and others with the following behaviors prior to my return to campus: keep a safe distance from other people (at least 6 feet apart) and wash my hands often.
* Not knowingly come into contact with a person who has been diagnosed with the virus. If unavoidable because the person is an immediate family member, I will contact Human Resources. I will also notify Human Resources if I receive notification that I was otherwise exposed to a person who has tested positive for COVID-19.

Upon returning to campus:

* I acknowledge that I am obligated to follow the policies and procedures Furman has put in place to lessen the risk that students and employees contract or spread the virus. Those measures include:
  + adhering to Furman’s social distancing guidelines;
  + wearing a face mask at all times in all academic buildings and in other public settings in the presence of others where social distancing measures are difficult to maintain;
  + complying with COVID-19 related signage posted on campus;
  + washing my hands often and using hand sanitizer when I am unable to wash my hands, especially after sneezing, coughing, or touching high-contact objects (doorknobs, handrails, computer stations, etc.); and
  + monitoring myself for any symptoms of the virus.
* I promise to stay home and seek medical assistance if I experience symptoms of COVID-19. I will stay home until I am diagnosed or provide medical clearance to Human Resources.
* I promise to observe Furman’s quarantine requirements if I have been tested and am awaiting test results. I further promise to follow Furman’s isolation requirements if I receive a positive test.
* I promise to get my flu shot absent any vaccination concerns.
* Respect others who may have heightened concerns compared to my own and encourage my colleagues to honor our promise to one another and the community.

I acknowledge and agree that adhering to the promises in this document, as well as all COVID-19-related safety measures Furman has put in place on campus, is critical to a successful 2020-2021 academic year.