



Updated COVID-19 Guidance
Employee Email Communication Sent Via NN-Urgent on February 16, 2022

Good Morning,

The City of Newport News remains committed to being a COVID safe organization. We recognize that Centers for Disease Control and Prevention (CDC) COVID-19 guidelines are changing rapidly. It is the City's intent to follow **current** CDC COVID-19 guidelines. The Department of Human Resources and the HR COVID Care Team will make every attempt to notify employees when there are significant changes to these guidelines and will inform employees when new protocols are in effect. Below you will find the City's current COVID-19 guidance.

Isolation and Quarantine Guidance

Please click [here](#) to view the City's current Isolation and Quarantine Guidance.

COVID-19 Mandatory Vaccine Reporting & Testing

At this time, there are no changes to the City's [COVID-19 Mandatory Vaccine Reporting Requirements Policy](#). All employees who are unvaccinated or declined to disclose their vaccination status must continue to submit to weekly testing and all other policy requirements.

Although not required, with the CDC updated definition of "fully vaccinated" and "up-to-date" vaccination status, employees may upload vaccine booster records into the secure [COVID-19 Vaccination Reporting Portal](#).

Mask/Face Covering Guidance

While daily number of COVID-19 cases has been trending down, as of today, Newport News remains an area of high community transmission. The CDC recommends that everyone, even those who are fully vaccinated, wear a well-fitted mask indoors while around others who are not a part of their household. Accordingly, employees, regardless of vaccinated status, should continue to wear well-fitted masks while entering and exiting all city buildings and facilities, when in customer and employee facing roles, in all common areas and while representing the City on official business. ([CDC Guide to Masks](#)).

COVID-19 Positive Reporting

All employees who test positive for COVID-19 must not report to work and will follow the City's current [Isolation and Quarantine Guidance](#). It is the employee's responsibility to notify his/her supervisor should they receive a positive COVID-19 test result.

Business Travel and Training

While departments are still encouraged to consider virtual options where practical, we recognize that business conferences and training events have started to resume in person. Employees should discuss the need for in-person travel or training with their supervisor.

The [HR COVID-19 webpage](#) remains active with all checklists and reminders for maintaining safe and healthy work environments. Please use the links provided in this document and in the attached to find the CDC's most up to date guidelines.

As always, please contact the Department of Human Resources COVID Care Team at hrcovid19@nnva.gov should you have any questions.

~ HR COVID Care Team

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*Message posted on behalf of LaTessa Davis, Department of Human Resources, [davislt@nnva.gov](mailto:davislt@nnva.gov).*