

Dear Colleagues -

I am writing to provide you information on faculty use of offices over the summer.

If you do not expect to be using your office regularly this summer, but might need to visit it occasionally, we encourage you to continue using Traction Guest. Just fill out the form available at this link two days or more before you come to campus, and you will be put on a list of authorized guests with access to the building on the day and time of your choosing.

Those who want to use their offices regularly over the summer will need to enter our testing protocol and use the GU360 app for daily attestations. The first step is to email David Mao ([maod@georgetown.edu](mailto:maod@georgetown.edu)) who will (a) put you on the list of those authorized to be in the protocol and (b) send you detailed instructions on next steps.

Vaccination status will not affect your access to your office, but it will determine the testing protocol that you are required to follow. Regardless of your testing protocol or vaccination status, you must complete the daily health attestation. If you choose to upload proof of vaccination to GU360 (at this link or using the phone app) and are fully vaccinated, you will only be required to take a COVID test once a month, per University guidelines. If you choose not to upload proof of vaccination or if you are not fully vaccinated at the time you wish to return to your office, you will be required to take a COVID test once or twice per week as described in University guidelines. Once you are fully vaccinated, you can then move to the less frequent testing protocol. If you have any questions about coming to campus, you can email the Law Center's Campus Access Team at [lawcampusaccess@georgetown.edu](mailto:lawcampusaccess@georgetown.edu).

You do not need to wear a mask when you are working alone in your office with the door closed, but the University protocol requires that you wear one when you are in a building but outside of your office.

You may meet with other members of the Georgetown Law community (faculty, staff, or students) who are in the testing protocol, but only in designated spaces and with a prior reservation. You will receive more details about how to make those reservations soon. At this point we are not authorizing faculty to meet with others in their offices.

Have a great (if wet) holiday weekend!

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