COVID-19

Facility Safety Protocol-Special Events

Revision Date: 01 April 2021

This protocol serves as the minimum standard of operational safety for facilities under the supervision of the NM Tech. Each unit may adopt a more rigorous standard, as required by the business conducted within a facility and approved by the cognizant campus executive. This protocol applies to the visitors of all students, staff, faculty, departments and facilities.

Personal Assessment - Prior to entering any NM Tech facility you are required to assess: (1) the state of your personal health for COVID-19 symptoms, (2) personal exposure risk, and (3) your potential exposure to COVID-19 as a result of travel.

Health Concerns - DO NOT enter a facility if you are experiencing any of the following symptoms or if you have had close contact in the past 14-days with someone who has been in isolation for COVID-19 or had a positive test for the virus. Please refer to the resources provided by the State of New Mexico's Department of Health - link: https://cv.nmhealth.org.

COVID-19 Symptoms: * Fever * Sore throat * Chills * Cough * Headache * Repeated shaking with chills * Shortness of breath * Muscle pain * Loss of taste or smell

Exposure Risk - DO NOT enter a facility if you live in the same household with, or have had close contact in the past 14 days with someone who has been in isolation for COVID-19 or had a test confirming they have the virus.

Previous Travel & Access - Anyone arriving in New Mexico is strongly advised seek out a COVID-19 test at their earliest convenience. Testing locations and availabilities can be found at https://www.togethernm.org/ It is strongly recommended that any arriving in New Mexico undertake a self-quarantine period of at least 10 days or for the duration of their stay in the state, whichever is shorter.

Masks & Face Coverings - All guests and staff must have face coverings or masks and wear them at all times when in the presence of others in a NM Tech facility.

Hours of Operation & Access - Access to NM Tech facilities is limited to approved activities and pre-set hours of operation. All special event guests will be required to request special event access to the facility or facilities approved by the cognizant campus executive.

Good Hygiene Practices

Routine Cleaning - All facility techs have been trained in the proper cleaning and disinfecting protocols, hygiene, and respiratory etiquette. Spaces and equipment will be cleaned before and after each use by the assigned facility tech. Disinfectant wipes are available upon request for individual use.

Handwashing - All facilities have access to public restrooms for handwashing. Hand sanitizer is available in meeting and workspaces for use when handwashing is not possible. Note: the use of gloves is not a substitute for frequent handwashing.
Space Configuration - All meeting and work spaces have been reconfigured to provide for 6 feet of
distance between individuals wherever possible. All spaces have been configured to accommodate 25% capacity to ensure that effective social distancing can occur.

Common Spaces - All common areas where personnel or guests are likely to congregate will have capacity restrictions based on the New Mexico Red to Green Framework. Capacity limits are posted in these areas with markers for social distancing and reminders to wear your face coverings or masks and social distance.

Virtual Tools - Zoom teleconference tools are available to accommodate virtual collaboration and limit the number of individuals in an NM Tech facility or space.

Catering & Beverages – Catering will be available under safety protocols that require that no self-service stations will be offered and actions must be taken to reduce areas where people can congregate. Sanitizing stations will be available for guests during catering functions. The full catering menu is available and can be tailored to be pre-packaged or completely served. Sundries are available in the public serving areas of NMT which included Fire & Ice coffee shop, the NMT Bookstore, the NMT Golf Course or NMT “M” Mountain Grill. Public drinking fountains will remain unavailable and it is advised that conference attendees provide their own water.

Guidelines Governing Protocol - This protocol takes into account where appropriate to the facility the guidance and directives of the State of New Mexico and Office of the President in consultation with the cognizant division Vice President.

State of Mexico


State of New Mexico Re-Open Guide - All Together New Mexico: COVID Safe Practices for Individuals and Employers - https://indd.adobe.com/view/3f732e94-0164-424d-9ac6-a0ace27e70c8

New Mexico Tech

New Mexico Tech Office of the President - Key Requirements Memo - https://drive.google.com/open?id=1jTQNo5kbwjPkJ6VaUN7z1FJPHxRzmfEWS