



GUIDANCE FOR EMPLOYEE DOMESTIC TRAVEL

(UPDATED JULY 1, 2021)

This guidance is effective as of the date above. This guidance is current as of the date listed herein and is subject to change.

Recognizing that travel imposes additional risks relative to the spread of COVID-19, Penn State has developed the following guidance for University-affiliated domestic travel for employees.

Beginning July 1, 2021, employee domestic travel may resume without unit executive approvals. Pre-COVID travel approval processes, which may differ by unit, should be followed. Employees are asked to limit travel where possible and consider virtual options that might replace or reduce the need to travel.

Penn State strongly encourages employees to be [fully vaccinated](#) prior to engaging in University-affiliated domestic travel.

Employees engaging in University-affiliated domestic travel should:

- Carefully review the [CDC](#) and [Pennsylvania Department of Health](#) guidance for domestic travel.
- Research the [restrictions imposed in the area\(s\) to which they are traveling](#) and ensure that they can comply with the restrictions.
- Follow all COVID recommendations and requirements of the destination.
- Arrange any necessary air travel through Anthony Travel, Penn State's preferred travel agency, when possible.
- Upon returning home, the CDC recommends that unvaccinated travelers get tested with a viral test 3-5 days after travel AND stay home and self-quarantine for 7 days after travel.