

Guidelines for Employees Planning Personal Travel

Dear Colleagues,

While the college has suspended all travel on Sheridan-related business to international destinations (including the U.S.) and out-of-province, we recognize that individuals may still be proceeding with travel outside of Ontario for personal reasons.

We strongly recommend that you monitor the Government of Canada's [travel advisories](#) website before undertaking a journey. As of today's date, destinations under an advisory include:

- [China](#)
- [France](#)
- [Germany](#)
- [Hong Kong](#)
- [Iran](#)
- [Italy](#)
- [Japan](#)
- [Singapore](#)
- [South Korea](#)
- [Spain](#)

Please visit the [travel advisories](#) site regularly, as the information provided is updated on a regular basis.

Travellers returning from a COVID-19 impacted area will be asked to remain at home for 14 days upon their return to Canada, or until they have tested negative for COVID-19.

If you are planning to travel to an affected area, please speak with your manager in advance of your trip so that alternate work arrangements can be planned for your return. Should such arrangements not be possible, Sheridan will work directly with impacted employees to explore what can be reasonably done to minimize the financial impact of the absence.

The safety and wellbeing of our employees and students is our highest priority. Should you have any questions regarding these guidelines, please speak with your manager.

Thank you for your patience and consideration as we continue to monitor and navigate this evolving situation.

Ryan Piper,
Vice President, Human Resources