



Diocese of Palm Beach
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**OFFICE OF THE VICAR GENERAL
AND MODERATOR OF THE CURIA**
Very Reverend Charles Notabartolo

March 9, 2020

MEMORANDUM TO ALL DIOCESE OF PALM BEACH EMPLOYEES, VOLUNTEERS, SCHOOL PARENTS/GUARDIANS AND STUDENTS

In an abundance of caution, and due to the fact that some individuals in the Diocese of Palm Beach may travel to areas affected by coronavirus (COVID-19) outbreak, the diocese has established new travel protocols effective immediately. These protocols have been established after reviewing recommendations of the Centers for Disease Control and Prevention (CDC) and the Florida Department of Health.

The Diocese of Palm Beach is establishing a coronavirus (COVID-19) travel protocol for all employees, volunteers, school parents/guardians and students which is to be followed until further notice:

- Prior to traveling to any areas designated by the CDC as Level 2 or 3, notify your manager, principal or Pastor of the effective dates of travel and when you will return. This applies to all Diocese of Palm Beach employees, volunteers, school parents/guardians and students. Priests and Sisters should contact the Chancellor prior to travel.
- Anyone traveling to impacted Level 3 countries (currently China, Iran, Italy, South Korea) should self-quarantine upon return and avoid contact with others for 14 days. This list of Level 3 countries is expected to grow, please follow the CDC website for the most current information, <https://wwwnc.cdc.gov/travel/notices>.
- If your medical provider determines that you are exhibiting symptoms that may be related to the Coronavirus (COVID-19), they will give you instructions on how to proceed. If symptoms are exhibited, the Florida Department of Health County Office in your area must be contacted.

Future travel planning including spring break and Easter break:

Diocese of Palm Beach employees, volunteers, school parents/guardians and students are strongly encouraged to consider deferring non-essential travel, particularly to Level 2 or Level 3 areas of concern, during spring break, Easter break and in the months ahead. In addition, Diocese of Palm Beach schools should carefully monitor the situation and consider postponing or cancelling non-essential field trips, particularly those to areas of concern and major tourist venues. If you must travel, follow the CDC guidelines to prevent the spread of respiratory infection.

The Diocese of Palm Beach will continue to address concerns related to coronavirus, including promoting awareness and initiating additional responses if necessary. Updates regarding how COVID-19 could affect parishes and schools in the diocese can be found at www.DiocesePB.org and on the diocese's Facebook page @DiocesePB. You can access additional information and updates on COVID-19 on the CDC website at www.cdc.gov and the Florida Department of Health at www.floridahealth.gov. Please also join us in praying for all those who are affected by this outbreak.

Sincerely yours in Christ,

Charles E. Notabartolo

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