July 6, 2020

Dear Harvard University Housing residents,

The entire Harvard University Housing team hopes this communication finds you and your families well in these difficult times.

As Governor Baker begins to allow reopening of businesses across the Commonwealth, we wanted to provide updates on our current plan for how Harvard University Housing will operate going forward. As the situation evolves, we will continue to follow the guidance of the University and Commonwealth and adjust our requirements and approach accordingly. Please continue to monitor the information on the main Harvard Coronavirus website. At the bottom of this email is a description of the steps we currently intend to follow based on the latest recommendations and guidelines.

We kindly ask all residents to act as partners in keeping our community healthy:
- Maintaining six foot minimum distance while in common residential spaces
- Wear face coverings
- Frequently wash hands
- Encourage those who experience symptoms to stay home and isolate for 2-weeks

The decisions whether to re-open our common spaces and amenities, as well as host in person events, will be informed by state, local and University guidelines, but we will also be considering portfolio capability and resident wellbeing. This includes whether common rooms will be available for private room reservations.

We want to thank you for being a part of our Harvard Housing community and hope we can work together as a community to Make Harvard Home for each and every one of you. Should you have any questions, please contact us directly at huhousing@harvard.edu.

Please stay healthy!

Sincerely,

Harvard University Housing
HUH COVID-19 Re-Opening Guidelines – updated June 26, 2020

**Face Coverings**

Per the Governor’s order, face coverings will be required in all interior common areas and outdoor areas. Please be advised that face coverings will be required in any commons spaces when they are re-opened. No exceptions will be made. We suggest you plan accordingly.

**Social Distancing Measures and Signage**

HUH will be installing new signage that encourages social distancing and mandates wearing of face coverings in common areas of buildings with common entrances. You will notice that some of these signs will encourage less occupancy in common rooms and restrooms, and include encouragement of certain traffic flows and other similar strategies. Floor decals may be installed in coming weeks in some common areas and lobbies as well.

**Cleaning Protocols**

We will continue the frequency of high-touch surface cleaning in common areas, including handrails, common bathroom surfaces and elevator buttons, as applicable. Common room, study room, fitness rooms, playroom cleaning frequency will be evaluated when HUH can safely and comfortably operate these spaces for our residents.

**Work Orders**

We ask that you continue to submit emergency work orders through the online resident portal, through email, or by phone. Visit the HUH website for contact information: http://huhousing.harvard.edu/

**Hand Sanitizer Stations**

HUH does have a number of hand sanitizer stations throughout the portfolio, however, we suggest each individual carry a personal hand sanitizer with them at all times in the event one is not immediately available to you.

**Common Spaces**

For the time being, HUH will continue to keep our common spaces, including common rooms, study rooms, fitness rooms, and playrooms closed. When the State’s Reopening Plan transitions through its

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1 Harvard University Housing reserves the right to change or modify these guidelines as new information becomes available.
prescribed phases, HUH will also explore whether we can safely reopen our spaces in a phased and responsible manner. Information and use details will be provided to residents as these spaces become available.

**Graduate Commons Virtual Events**

GCP Faculty Directors, Professional Staff and Community Advisors will continue to offer a robust calendar of social, family, and intellectual events online for all residents of Harvard Housing. Please visit our [new calendar](#) to learn about our latest line-up and how to participate from wherever you are. Our events remain open to residents who have taken advantage of the sublet relief program, as well as those who have travelled to be with family for the summer.

GCP will continue to provide materials for some events, including art materials or meals, to Boston/Cambridge area residents through a no contact pick-up system. You will be contacted by GCP Staff with the appropriate pick-up date, time and location. GCP will not be responsible for items that are lost or unclaimed. Please make every effort to collect the items during the assigned time.

We will continue to follow the state, local and University guidelines around in-person events. Our hope is to provide the face-to-face community interaction that helps make Harvard Housing home later this year.

**Communication**

The weekly GCP Friday newsletter will continue to be the main source of communication to Graduate Commons residents from the GCP Team. The newsletter will include our Resident Inquiry Form link where you can submit any questions or basic needs requests. We will also be sharing event information and announcements via our website and social media pages.

The Leasing and Property Management teams will also be sending updates. These communications are sent to the email address on file in the [Resident Portal](#), so please be sure it is one you check often, including your junk and spam folders. We ask that you do **not** opt out of Constant Contact in order to receive these important updates.
HUH Staffing Plan

HUH staff will remain on a modified work schedule for the time being.

- Graduate Commons Professional Staff and Faculty Directors can be reached by emailing graduatecommons@harvard.edu
- Property Management teams are currently working on a modified schedule as well. Building work orders should be submitted via the resident portal when possible. Visit your building page for more information: http://huhousing.harvard.edu/
- Leasing team members can be reached at leasing@harvard.edu

Health Information for Residents

If you’re concerned that you may have been exposed to COVID-19 but do not have symptoms, review Harvard University Health Services’ (HUHS) guide for self-isolatation/quarantine. If you have symptoms (fever, cough, difficulty breathing) or need further advice, contact your Primary Care Provider or email HUHS at healthservices@huhs.harvard.edu.

If you’re being tested for COVID-19, or if you’ve received a positive test result for COVID-19, please immediately notify HUHS at healthservices@huhs.harvard.edu — even if you don’t receive your care at HUHS. This helps us assess the impact on our community. Harvard will continue to update the Coronavirus community resources page.