



This communication is to make you aware that New York State has issued a COVID-19 [Travel Advisory](#).

If you have travelled to one of the locations listed in the advisory for a period of 24-hours or more, you will need to contact your Research Foundation HR department, supervisor or appropriate campus program office before coming to the worksite. The travel advisory [website](#) should be checked daily for the most up to date information on which states are restricted.

Please be aware that if you voluntarily travel to one of the locations listed in the advisory, you may not be eligible for NYS emergency sick leave should you be quarantined upon return. Voluntary travel does not include approved travel for work.

We appreciate your cooperation to help us with our efforts to keep employees safe. If you have any questions, please contact your supervisor or your Research Foundation Human Resources office.

Stay safe and be well!

The Research Foundation Corporate Human Resources Office

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