American Arbitration Association® (AAA®) COVID-19 Safety Guidelines for Off-Site Elections

In light of the ongoing Novel Coronavirus/COVID-19 pandemic, please adhere to the following safety guidelines while present at the Election Site:

- Honestly and candidly complete the AAA Visitor COVID-19 Daily Symptom Check before entering the Election Site. An electronic version of the Symptom Check is available at https://symptomcheck.adr.org. Do not enter the Election Site if you have not passed the Symptom Check.
- Maintain a social distance of at least 6 feet from other individuals to the greatest extent possible when in the tabulation room(s).
- Wear a properly fitting face mask at all times.
- Eat or drink only in areas designated for that purpose by the AAA. Remove your face covering for eating or drinking only if you can maintain a distance of 6 feet from all other individuals.
- Wash your hands with soap or use hand sanitizer upon entry (or re-entry) to the Election Site and before handling any election materials, including ballots or envelopes. Hand sanitizer will be available for your use.
- If you use or touch shared surfaces, please clean the surfaces with a disinfectant wipe before and after each use. Disinfectant wipes will be available for your use.
- Adhere to any signs and markers posted by the Election Site or the AAA to facilitate social distancing.
- If you begin to feel ill while at the Election Site, please immediately isolate yourself, either within the Election Site or by leaving the premises, and notify AAA Director of Elections Scott Boswell at (212) 484-4136 to facilitate contact tracing.
- If at any point in the 14 days following the Election, you test positive for COVID-19 or become presumptive positive for COVID-19, please notify AAA Director of Elections Scott Boswell at (212) 484-4136 to facilitate contact tracing.
- Please understand that if you do not comply with these protocols, you may be asked to leave the tabulation room(s).