### PHASE 1: RAPID SPREAD

- **Remote learning** for all classes, student services offered remotely, remote work for non-essential employees, essential services and departments operate with restrictions, University housing only available for students with extenuating circumstances, essential gatherings limited to 10 or fewer people, non-essential gatherings of any size, recreational areas closed, face coverings and social distancing measures are the norm.

### PHASE 2: FLATTENING

- **Stay at Home Order** in effect, remote learning for all classes, student services offered remotely, remote work for most non-essential employees, essential services and departments operate with restrictions, non-essential retail stores open for delivery and curbside pickup, University housing only available for students with extenuating circumstances, essential gatherings limited to 10 or fewer people, non-essential gatherings of any size, recreational areas closed, face coverings and social distancing measures are the norm.

### PHASE 3: RECOVERY

- Remote learning continues, gatherings of 10 or fewer people are permitted for any reason, all health care providers are open with IDPH approved safety guidance, non-essential employees are permitted to return to work with safety precautions in place, tele-work remains strongly encouraged when possible, accommodations should be considered for COVID-19-vulnerable employees, outdoor fitness classes and one-on-one personal training is permitted with IDPH approved safety guidance, face coverings and social distancing measures are the norm.

### PHASE 4: REVITALIZATION

- Remote learning continues, gatherings of 50 or fewer people are permitted for any reason, all employees may return to work with IDPH approved safety guidance, accommodations should be considered for COVID-19-vulnerable employees, outdoor recreation permitted with capacity limits and IDPH approved safety guidelines, face coverings and social distancing measures are the norm.

### PHASE 5: ILLINOIS RESTORED

- All normal operations resume with new safety guidance and procedures. Conventions, hotels, and large events can take place. We will reach this phase when testing, tracing, and treatment are widely available throughout the state. At this stage, either a vaccine is developed or a treatment option is readily available.

### DEPARTMENT NAME

<table>
<thead>
<tr>
<th>ACTIVITY/PROCESS/EVENT</th>
<th>Phantom Grill 7:30-10 pm Sun-Fri</th>
<th>Phantom Grill 7:30-10 pm Mon-Fri</th>
<th>Phantom Grill 7:30-10 pm Sat-Sun</th>
<th>G&amp;G on-demand curbside and delivery</th>
<th>Catering on-demand curbside and delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Food Court (Java) / Catering</strong> open or closed</td>
<td><strong>Java</strong> / C-Store: open with limited hours</td>
<td><strong>Java</strong> / C-Store: open with limited hours</td>
<td><strong>Java</strong> / C-Store: open with limited hours</td>
<td><strong>Java</strong> / C-Store: open with limited hours</td>
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</tr>
<tr>
<td><strong>Food Court / Signage / Catering</strong> open or closed</td>
<td><strong>Food Court / Signage</strong> on doors will inform customers of requirements before entering the facility (Please sanitize hands before entering, face masks are required to enter the facility, keep 6’ apart)</td>
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</tbody>
</table>

### Staff Training on COVID-19 protocols

- Limited staff - Train and enforce policy on gloves and face mask use. How and when to sanitize. How and when to change gloves and PPE.
- Food Court (Java) / Catering / C-Store - Train and enforce policy on gloves and face mask use. How and when to sanitize. How and when to change gloves and PPE.
- Food Court (Java) / Catering / C-Store - Train and enforce policy on gloves and face mask use. How and when to sanitize. How and when to change gloves and PPE.

### Staff Workstation arrangements

- Food Court / Catering / C-Store - Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.
- Food Court / Catering / C-Store - Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.
- Food Court / Catering / C-Store - Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.

### Employees checked for symptoms / log maintained at each location

- Food Court / Catering / C-Store - Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.
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- Food Court / Catering / C-Store - Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.

### Signage

- Food Court / Signage / Catering / C-Store - Signage on doors will inform customers of requirements before entering the facility (Please sanitize hands before entering, face masks are required to enter the facility, keep 6’ apart).
- Java / C-Store: Signage on doors will inform customers of requirements before entering the facility (Please sanitize hands before entering, face masks are required to enter the facility, keep 6’ apart).
- Food Court / Signage / Catering / C-Store - Signage on doors will inform customers of requirements before entering the facility (Please sanitize hands before entering, face masks are required to enter the facility, keep 6’ apart).

### Catering

- Food Court / Catering / C-Store: Closed
- Java / C-Store: Closed
- Food Court / Catering / C-Store: Closed
- Food Court / Catering / C-Store: Closed
- Food Court / Catering / C-Store: Closed

### Housing and Residential Services

- **Food Court / Java / Catering** open or closed
- **Java** / C-Store: open with limited hours
- **Java** / C-Store: open with limited hours
- **Java** / C-Store: open with limited hours
- **Java** / C-Store: open with limited hours
- **Java** / C-Store: open with limited hours

### Remote learning

- Remote learning continues, gatherings of 10 or fewer people are permitted for any reason, all health care providers are open with IDPH approved safety guidance, non-essential employees are permitted to return to work with safety precautions in place, tele-work remains strongly encouraged when possible, accommodations should be considered for COVID-19-vulnerable employees, outdoor fitness classes and one-on-one personal training is permitted with IDPH approved safety guidance, face coverings and social distancing measures are the norm.
<table>
<thead>
<tr>
<th>DEPARTMENT NAME</th>
<th>ACTIVITY/PROCESS/ EVENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self serve Further Cards</td>
<td>Food Court: External Mag Stripe Readers mounted to exterior of Pegasus at register. For Contactless payment. NO-CASH Java: Closed - Customer self swipes dining dollars and or credit/debit card Catering: n/a - billed/invoiced Thomas C-Store: Closed</td>
</tr>
<tr>
<td>Seating configuration</td>
<td>Food Court: External Mag Stripe Readers mounted to exterior of Pegasus at register. For Contactless payment. NO-CASH Java: Closed - Customer self swipes dining dollars and or credit/debit card Catering: n/a - billed/invoiced Thomas C-Store: Closed</td>
</tr>
</tbody>
</table>

**PHASE 1: RAPID SPREAD**
- Staff should continue to work remotely; remote work for non-essential employees, essential services and departments continue; use of remote technology is allowed only for students with extenuating circumstances. Enhanced cleaning and sanitation practices are in place. Use of condiments/non-edibles seating area cleaning protocols - common / serving areas not addressed by cleaning protocols - kitchen / equipment and surfaces every 30 minutes
- Java: Tables wiped down after use and/or several times a day. All high-touch equipment and surfaces every 30 minutes Catering: no seating
- Food Court: Seating area closed. All high-touch equipment and surfaces every 30 minutes Java: Closed - no seating Catering: no seating
- Food Court: Hand Sanitizer available upon entrance. Plexi-glass shields around register area, stanchions and tables used for queues and distancing requirements. Enhanced cleaning and sanitation practices. Java: Closed Catering: Hand Sanitizer available - Thomas C-Store: Closed

**PHASE 2: FLATTENING**
- Remote learning for all classes. Student services offered remotely, remote work for non-essential employees, essential services and departments operate with restrictions, non-essential gatherings are limited. Use of remote technology is allowed only for students with extenuating circumstances. Enhanced cleaning and sanitation practices are limited to 10 or fewer people, no non-essential gatherings of any size, recreational areas closed, face coverings and social distancing measures are the norm.
- Food Court: Condiments come with meal Java: Condiments come with order. Wrapped straws and stirrers available, self contained utensil dispenser. Catering: Condiments come with meal, offer all disposable items w/ no event pick-up Thomas C-Store: n/a
- Food Court: Thermal Mag Stripe Readers mounted to exterior of Pegasus at registers. For Contactless payment. NO-CASH Java: Customer self swipes dining dollars and or credit/debit card Catering: n/a - billed/invoiced Thomas C-Store: Customer self swipes dining dollars and or credit/debit card

**PHASE 3: RECOVERY**
- Remote learning for all classes. Student services offered remotely, remote work for most non-essential employees, essential services and departments operate with restrictions, non-essential gatherings are limited to 10 or fewer people, no non-essential gatherings of any size, recreational areas closed, face coverings and social distancing measures are the norm.
- Food Court: External Mag Stripe Readers mounted to exterior of Pegasus at registers. For Contactless payment. NO-CASH Java: Customer self swipes dining dollars and or credit/debit card Catering: n/a - billed/invoiced Thomas C-Store: Customer self swipes dining dollars and or credit/debit card

**PHASE 4: REVITALIZATION**
- Remote learning for all classes. Student services offered remotely, remote work for most non-essential employees, essential services and departments operate with restrictions, non-essential gatherings are limited to 10 or fewer people, no non-essential gatherings of any size, recreational areas closed, face coverings and social distancing measures are the norm.
- Food Court: External Mag Stripe Readers mounted to exterior of Pegasus at registers. For Contactless payment. NO-CASH Java: Customer self swipes dining dollars and or credit/debit card Catering: n/a - billed/invoiced Thomas C-Store: Customer self swipes dining dollars and or credit/debit card

**PHASE 5: ILLINOIS RESTORED**
- Remote learning for all classes. Student services offered remotely, remote work for most non-essential employees, essential services and departments operate with restrictions, non-essential gatherings are limited to 10 or fewer people, no non-essential gatherings of any size, recreational areas closed, face coverings and social distancing measures are the norm.
- Food Court: External Mag Stripe Readers mounted to exterior of Pegasus at registers. For Contactless payment. NO-CASH Java: Customer self swipes dining dollars and or credit/debit card Catering: n/a - billed/invoiced Thomas C-Store: Customer self swipes dining dollars and or credit/debit card
- Food Court: External Mag Stripe Readers mounted to exterior of Pegasus at registers. For Contactless payment. NO-CASH Java: Customer self swipes dining dollars and or credit/debit card Catering: n/a - billed/invoiced Thomas C-Store: Customer self swipes dining dollars and or credit/debit card

**Required Safeguards**
- Food Court: Hand Sanitizer available upon entrance. Plexi-glass shields around register area, stanchions and tables used for queues and distancing requirements. Enhanced cleaning and sanitation practices. Java: Closed Catering: Hand Sanitizer available - Thomas C-Store: Closed
- Food Court: Hand Sanitizer available upon entrance. Plexi-glass shields around register area, stanchions and tables used for queues and distancing requirements. Plexi-glass where applicable between customers and staff. Enhanced cleaning and sanitation practices. Java: Customer Sanitizer/plastic shield for credit card machine, Plexi-Glass installed above half-wall, provide sufficient barriers around cashier Catering: Hand Sanitizer available - Thomas C-Store: Hand Sanitizer available, Sanitizer/plastic shield for credit card machine, Plexi-Glass installed above half-wall, provide sufficient barriers around cashier