<table>
<thead>
<tr>
<th>PHASE 1: RAPID SPREAD</th>
<th>PHASE 2: FLATTENING</th>
<th>PHASE 3: RECOVERY</th>
<th>PHASE 4: REVITALIZATION</th>
<th>PHASE 5: ILLINOIS RESTORED</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dining Services (Residential)</strong></td>
<td><strong>Dining Centers open and hours</strong></td>
<td><strong>Dining Services</strong></td>
<td><strong>Taylor</strong></td>
<td><strong>Taylor and Tower open.</strong></td>
</tr>
<tr>
<td>Dine open (Mon-Sun) with Lunch/Dinner 1.5 hr. meals. Serve Lunch 11:30-1 and Dinner 5-6:30</td>
<td>Only Taylor open - see Covid 19 Standards form</td>
<td>Serve During Continuous, 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.</td>
<td>Serve During as normal, observe some continued distancing and face coverings per IDPH guidance, face coverings and social distancing measures are the norm.</td>
<td>All dining options resume with new safety guidance and procedures. Conventions, festivals, 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.</td>
</tr>
<tr>
<td><strong>Staffing needs - Civil Service</strong></td>
<td><strong>Staffing needs - Student labor/Extra help</strong></td>
<td><strong>Staffing needs - to staff</strong></td>
<td><strong>Bid based on need - assume return to normal staffing levels.</strong></td>
<td><strong>Bid as in past based on required staffing levels.</strong></td>
</tr>
<tr>
<td>Special Bid for staff - 10 needed, explore options of rotating bids. Clericals work on assignments at home.</td>
<td>No Student workers or Extra Help</td>
<td>Special Bid for staff - 10 needed, explore options of rotating bids. Clericals work on assignments at home.</td>
<td>Bill based on need - assume return to normal staffing levels. If occupancy levels are low, Thomas will not be serving but will prepare items to be moved to units that are open.</td>
<td>Bill as in past based on required staffing levels.</td>
</tr>
<tr>
<td><strong>Staffing needs - Extra help</strong></td>
<td><strong>Staffing needs - Student labor/Extra Help</strong></td>
<td><strong>Staffing needs - to staff</strong></td>
<td><strong>Bid based on need - assume return to normal staffing levels.</strong></td>
<td><strong>Bid as in past based on required staffing levels.</strong></td>
</tr>
<tr>
<td>Limited staff - Train and enforce policy on gloves and facemask use. How and when to sanitize. How and when to change gloves and PPE.</td>
<td>No Student workers or Extra Help</td>
<td>Special Bid for staff - 10 needed, explore options of rotating bids. Clericals work on assignments at home.</td>
<td>Bill based on need - assume return to normal staffing levels. If occupancy levels are low, Thomas will not be serving but will prepare items to be moved to units that are open.</td>
<td>Bill as in past based on required staffing levels.</td>
</tr>
<tr>
<td><strong>Employing checked for symptoms / log maintained at each location.</strong></td>
<td><strong>Employing checked for symptoms / log maintained at each location.</strong></td>
<td><strong>Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.</strong></td>
<td><strong>Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.</strong></td>
<td><strong>Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.</strong></td>
</tr>
<tr>
<td>Staff must wear gloves and masks at all times.</td>
<td>Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.</td>
<td>Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.</td>
<td>Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.</td>
<td>Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks at all times.</td>
</tr>
<tr>
<td><strong>Staff workstation arrangements</strong></td>
<td><strong>Staff workstation arrangements</strong></td>
<td><strong>Staff workstation arrangements</strong></td>
<td><strong>Staff workstation arrangements</strong></td>
<td><strong>Staff workstation arrangements</strong></td>
</tr>
<tr>
<td>Work areas staggered to maintain 6' distancing while preparing and serving all meals.</td>
<td>Work areas staggered to maintain 6' distancing while preparing and serving all meals.</td>
<td>Work areas staggered to maintain 6' distancing while preparing and serving all meals.</td>
<td>Work areas staggered to maintain 6' distancing while preparing and serving all meals.</td>
<td>Operate as normal, observe some continued distancing and face coverings.</td>
</tr>
<tr>
<td>Tower to be considered to open depending on housing occupancy (if open under phase 4 but return to Phase 5)</td>
<td>Offer Breakfast if counts dictate it's needed</td>
<td>Offer Breakfast if counts dictate it's needed</td>
<td>Offer Breakfast if counts dictate it's needed</td>
<td>Resume normal operations</td>
</tr>
</tbody>
</table>
**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; no non-essential gatherings of any size; recreational areas closed; face coverings and social distancing measures are the norm.

**Phase 2: Flattening**

- 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 gatherings 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 3: Recovery**

- Return to in-person learning, gatherings of 50 or fewer people are permitted for any reason, all employees may return to work with IDPH approved safety guidance.
- Conventions, festivals, and large events can take place. We will reach this stage 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.

**Phase 4: Revitalization**

- All normal operations resume with new safety guidance and procedures. Conventions, festivals, 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.

**Phase 5: Illinois Restored**

- All normal operations resume with new safety guidance and procedures. Conventions, festivals, 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.
**PHASE 1: RAPID SPREAD**

- Dining and Parking Services
  - If "Stay-at-Home Order" is in effect, 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**

- Housing and Dining Services
  - Staff will continue to clean their areas before, during and after their work period. Dining Centers are scheduled to shut down for 1 hr. in the afternoon to give time for a thorough cleaning of the dining room/serving lines/kitchen.

**PHASE 3: RECOVERY**

- Cleaning protocols - common / serving area
  - Staff will continue to clean their areas before, during and after their work period. Dining Centers are scheduled to shut down for 1 hr. in the afternoon to give time for a thorough cleaning of the dining room/serving lines/kitchen.

**PHASE 4: REVITALIZATION**

- Checking station (POS terminal)
  - PPS regularly sanitize the workstation and their hands between handling cards and cash. Plexiglas shields will be installed at POS Stations.

**PHASE 5: ILLINOIS RESTORED**

- All normal operations resume with new safety guidance and procedures. Conventions, festivals, 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.
PHASE 1: RAPID SPREAD

Due to Stay at Home Order in effect, remote learning for all classes, student services offered remotely, remote work for non-essential employees, essential services and departments operate with restrictions, University housing found to fill the unit. Limited hours and meal periods.

- Catering: Limited events - maintain 6' apart
- Java: Closed
- Food Court: Signage on doors will inform customers of requirements before entering the facility: (Please sanitize hands before entering, face masks are required to the facility, keep 6' apart). Clear lines and marks on the floor will be present to assist customers in remaining 6' apart. Will enter through North entrance only and be queues through until exiting the facility. Java: Please sanitize hands before ordering, face masks are required to order, keep 6' apart. Catering: Please sanitize hands, face masks are required to order, keep 6' apart. Thomas C-Store: Open as normal

Phases: Catering: Please sanitize hands, face masks are required, keep 6' apart. Catering: Please sanitize hands, face masks are required, keep 6' apart. Thomas C-Store: Open as normal

PHASE 2: FLATTENING

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 on one-person personal training is permitted with IDPH approved safety guidance, face coverings and social distancing measures are the norm.

- Catering: Limited events - maintain 6' apart
- Java: Closed
- Food Court works areas staggered to maintain 6' distancing while preparing and serving to go meals. Java: Closed Catering: Limited events - maintain 6' apart Thomas C-Store: Closed

PHASE 3: RECOVERY

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 guidance. Face coverings and social distancing measures are the norm.

- Catering: Only student server for buffets - maintain 6' apart
- Java: Staff must wear PPE due to limited area to work from. Catering: Only student server for buffets - maintain 6' apart. Thomas C-Store: Staff must wear PPE due to limited area to work from

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 guidance. Face coverings and social distancing measures are the norm. Essential services and employees resume with new safety guidance and procedures. Conventions, sporting events, 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.


PHASE 5: ILLINOIS RESTORED

All normal operations resume with new safety guidance and procedures. Conventions, sporting events, 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.

**PHASE 1: RAPID SPREAD**
- Phased in at home/online in half
- 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 for students with extenuating circumstances, essential gatherings 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.

**PHASE 2: FLATTENING**
- Phased in at home/online in half
- Remote learning for all classes, student services offered remotely, remote work for non-essential employees, essential services and departments operate with restrictions, non-essential retail stores open for delivery and curbside pickup, University housing only for students with extenuating circumstances, essential gatherings limited to 10 or fewer people, non-essential gatherings of any size, most recreational areas closed, face coverings and social distancing measures are the norm.

**PHASE 3: RECOVERY**
- Resume learning in full with safety precautions in place, gatherings of 10 or fewer people are permitted for any reason, all health care providers are open with PPE 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 PPE approved safety guidance, face coverings and social distancing measures are the norm.

**PHASE 4: REVITALIZATION**
- All normal operations resume with new safety guidance and procedures, Conventions, portraits, 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.

**PHASE 5: ILLINOIS RESTORED**
- All normal operations resume with new safety guidance and procedures, Conventions, portraits, 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**

**ACTIVITY/PROCESS/ EVENT**

**Food and Dining Services**

- **Customer line-up configuration**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Food Court**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Catering**
  - Catering: Pre-packaged boxes, professor for events. Student serves from buffet line, with proper protection in place (i.e. portable sneeze guards for buffet line), 4 people seated per table (groups less than 10)
  - Thomas C-Store: Closed

- **Java**
  - Java: full menu (toaster not available for consumer use - placed behind counter for staff use)
  - Catering: Student serves from buffet line, with proper protection in place (i.e. portable sneeze guards for the buffet line)
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Buffet lines (if used) require 6 ft distancing, sneeze guards must be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Order station configuration/ protection**
  - Food Court: Sneeze Guards in place. Tables in front of Panther Grille ensuring 6’ distancing from front line staff. Mask usage used when entering.
  - Java: closed, stanchions/arrows to direct customers
  - Catering: n/a
  - Thomas C-Store: Closed

- **Food Court**
  - Food Court: Sneeze Guards in place. Tables in front of Panther Grille ensuring 6’ distancing from front line staff. 
  - Java: closed, stanchions/arrows to direct customers
  - Catering: n/a
  - Thomas C-Store: Closed

- **Check-out configuration/ distancing needs**
  - Food Court: Queued to exit the facility. 
  - Java: closed, sufficient barriers around cashier, use one register
  - Catering: n/a
  - Thomas C-Store: Closed

- **Food Court**
  - Food Court: Queued to exit the facility. 
  - Java: closed, sufficient barriers around cashier, use one register
  - Catering: n/a
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed

- **Food Court/Java/Catering/C-Store**
  - Food Court: Clear lines and marks on the floor will be present to assist customers in remaining 6’ apart. Will enter through North entrance only and be queued through until exiting the facility. 
  - Java: not open
  - Catering: n/a - open for public use (only essential campus needs in controlled environment)
  - Thomas C-Store: Closed
**DEPARTMENT NAME**

**ACTIVITY/PROCESS/EVENT**

**Self swipe Further Cards**
- Food Court: External Mag Stripe Readers mounted to exterior of Plexiglas at registers. For Contactless payment. NO-CASH
  - Java: Closed
  - Thomas C-Store: Closed
  - Catering: Customer self swipes dining dollars and or credit/debit card
  - Catering: n/a - billed/invoiced
- Food Court: External Mag Stripe Readers mounted to exterior of Plexiglas 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

**Seating configuration**
- Food Court: NO Seating. To go only
  - Java: Closed
  - Thomas C-Store: n/a
  - Catering: Walkup service only
  - Catering: n/a
- Food Court: NO Seating. To go only
  - Java: Closed
  - Thomas C-Store: n/a
  - Catering: Walkup service only
  - Catering: n/a

**Use of conditions/non-editable**
- Food Court: Conditions come with meal: Closed
  - Catering: Conditions come with meal, offer all disposable items w/ no event pick-up
  - Catering: n/a
- Food Court: Conditions come with meal: Closed
  - Catering: Conditions come with meal, offer all disposable items w/ no event pick-up
  - Catering: n/a

**Feeding special groups**
- Catering
  - Catering: Scheduling in advance
  - Catering: Scheduling in advance

**Cleaning protocols - common / seating area**
- Food Court: Seating area closed. All high-touch equipment and surfaces every 30 minutes
  - Java: Closed
  - Thomas C-Store: Closed
  - Catering: no seating
  - Catering: no seating
- Food Court: Seating area closed. All high-touch equipment and surfaces every 30 minutes
  - Java: Closed
  - Thomas C-Store: Closed
  - Catering: no seating
  - Catering: no seating

**Cleaning protocols - kitchen / serving areas not addressed by EOC**
- All units: Staff will continue to clean their areas before, during and after their work period
  - Food masks, Gloves worn at all times
  - Face masks, Gloves worn at all times

**Required Safeguards**
- Food Court: Hand Sanitizer available upon entrance. PPE A-frame signs around register areas. Staff trained for distances, enhanced cleaning and sanitation practices.
  - Java: Closed
  - Thomas C-Store: Closed
  - Catering: Hand Sanitizer available
  - Thomas C-Store: Closed

- Food Court: Hand Sanitizer available upon entrance. PPE A-frame signs around register areas. Staff trained for distances, enhanced cleaning and sanitation practices.
  - Java: Closed
  - Thomas C-Store: Closed
  - Catering: Hand Sanitizer available
  - Thomas C-Store: Closed

- Food Court: Hand Sanitizer available upon entrance. PPE A-frame signs around register areas. Staff trained for distances, enhanced cleaning and sanitation practices.
  - Java: Closed
  - Thomas C-Store: Closed
  - Catering: Hand Sanitizer available
  - Thomas C-Store: Closed