



UNIVERSITY
OF WYOMING

Office of
Academic Affairs

Transportation Policy

Students, faculty and staff are encouraged to minimize travel and the use of vehicle transportation, including personal travel and for use in University-sponsored travel such as:

- Field research
- Operations service activities
- Housing, dining and catering activities
- University vehicle services

All travel should adhere to the travel guidelines outlined in the University's COVID Policy, which is available online at the [Campus Return](#) page.

Per CDC guidance, [people who are sick](#) or have recently had a close contact (closer than 6 feet for at least 15 minutes) to a person with COVID-19 should not use public transportation and should stay home except to seek medical care. Individuals who have [an increased risk of severe illness from COVID-19](#) should limit their travel.

However, when using any type of transportation, please follow the guidelines below which are informed by CDC and Wyoming Department of Health guidance:

Practice hand hygiene and respiratory etiquette.

- Before you leave, [wash your hands](#) with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol.
- Once you reach your destination, [wash your hands again](#) with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol as soon as possible upon arrival.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your coughs and sneezes with a tissue or use the inside of your elbow. Throw used tissues in the trash and wash your hands immediately with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol.

Practice social distancing.

- Where practical, avoid pooled rides or rides where multiple passengers are picked up who are not in the same household. When you do share rides, keep in mind that time matters: a 10-minute shared car ride carries less risk of transmission than a multi-hour shared ride.
- During travel, try to keep at least 6 feet (1.8 meters) from people who are not in your household. In cases when it is not possible to maintain the proper social distance, all passengers will be required to wear face coverings.
- Passenger capacity will be limited in vehicles to 1 person per vehicle row, with an exception for trips less than 10 minutes and those who are in the same household as long as all passengers are wearing face coverings and practicing proper hygiene / hand-washing.
- Passengers should stagger seating and spread out as far as possible in the vehicle to maintain proper distancing.
- Examples of reduced passenger capacities by vehicle type:
 - Sedan – 2 person capacity (1 driver and 1 passenger)
 - Crossover/SUV 2 row – 2 person capacity (1 driver and 1 passenger)
 - Minivan – 3 person capacity (1 driver and 2 passengers)
 - Suburban – 3 person capacity (1 driver and 2 passengers)
 - 12 Passenger Van – 4 person capacity (1 driver and 3 passengers)
 - Single Cab Truck – 1 person capacity (1 driver)
 - Crew Cab Truck – 2 person capacity (1 driver and 1 passenger)
 - 25' cutaway buses – 7 person capacity (1 driver and 6 passenger)
 - MV-1 ADA Specialty Vans – 2 person capacity (1 driver and 1 passenger)

Wear cloth face coverings.

- Per UW's Mask Policy students, faculty and staff are required to wear a [face covering](#) when on campus or when conducting University-sponsored activities.
- A mask is not required for a driver that is alone in a rental vehicle.

Clean and disinfect surfaces.

- Vehicles should be cleaned and frequently touched surfaces should be [disinfected](#) regularly (for example, the steering wheel, gearshift, door frame/handles, windows, radio/temperature dials, mirrors, and seatbelt buckles).
- It is recommended that disinfect frequently touched surfaces on a regular basis, especially for long-distance travel.

Improve ventilation.

- Improve the ventilation in the vehicle if possible (for example, open the windows or set the air ventilation/air conditioning on non-recirculation mode).