

Mike Beam, Secretary

Laura Kelly, Governor

**Kansas Department of Agriculture
International Travel**

Policy Statement

In order to promote the health and wellbeing of state employees and reduce the risk of spreading the COVID-19 virus, it is the policy of the Kansas Department of Agriculture that each employee who desires to undertake international travel as part of official business shall present a negative COVID-19 test result to his or her supervisor no more than three days prior to departing the United States for such international travel. Failure to comply with this policy will result in the employee not traveling on the international trip. This policy does not supersede any requirements that the employee's intended destination country may have in place relevant to COVID-19, including any requirement that international travelers obtain a negative COVID-19 test result fewer than three days before entering the destination country.


The Department encourages state employees to be fully vaccinated against COVID-19 prior to traveling internationally on official business.


Employees shall follow all COVID-19 requirements of the destination country, including vaccination if required, and shall comply with all isolation and quarantine requirements and guidelines of the Kansas Department of Health and Environment upon returning to Kansas. Each employee is responsible for being aware of and complying with any changes to these requirements or guidelines that may be implemented during the course of the employee's international travel on official business.

If an employee becomes incapacitated due to illness or injury while on official state business away from their official duty station or domicile, the agency head or designee may authorize payment to the employee as allowed by Kansas Department of Administration regulations, including for the return of the employee and the employee's private vehicle to the official duty station or domicile as appropriate under the circumstances. For subsistence expense, see section 4004 of the Department of Administration Travel Handbook.

Definitions

1. "Department" means the Kansas Department of Agriculture.
2. "Employee" means the State of Kansas employee who is employed by the Kansas Department of Agriculture.
3. "Official Business" means any activity that is conducted as part of or a requirement of employment with the State of Kansas and the Department.
4. "COVID-19 test" means a viral test performed in a laboratory, at a testing site, at home, or anywhere else. Either a nucleic acid amplification test or an antigen test shall be used.
5. "Fully vaccinated" means anyone who meets either of these requirements:
 - 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines or
 - 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine


Michael M. Beam, Secretary of Agriculture


Date