**THE UNITED STATES VIRGIN ISLANDS**
**OFFICE OF THE LIEUTENANT GOVERNOR**
**Notary Division**

# *BULLETIN 2020-1*
# *COVID-19 SAFETY PRECAUTIONS*

The health and safety of notaries public in the United States Virgin Islands is the top priority of the Office of the Lieutenant Governor. We strongly urge all notaries when notarizing to avoid unnecessary exposure to COVID-19 and each notarial act needs to be performed with due care and regard for safety. The following recommendations from the National Notary Organization and the Center for Disease Control re useful tips to keep in mind:

- Decline any notarial assignment if you feel the environment would put you at risk in any way.
- If you are sick, decline the assignment for the safety of signers.
- Keep hand sanitizer and disinfecting wipes with you at all times and use them frequently.
- You have the right to leave a notary signing if you perceive any warning signs.
- If you leave an assignment without completing the signing, notify the title company, signing service or other hiring body immediately and explain why.
- Instead of handshakes, you are encouraged to use other respectful forms of greeting.
- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose and mouth.
- Wash your hands often with soap and water for at least 20 seconds. You should wash your hands before eating, using the restroom or after coughing, sneezing or blowing your nose.
- If you do not have access to soap and water, wash your hands with alcohol-based hand sanitizer that contains at least 60%-90% alcohol.

If you are well, the CDC does <u>not</u> recommend wearing a face mask to protect yourself from viruses. Face masks should be used by people who show symptoms of COVID-19, health workers, or people who are taking care of someone in close settings such as a health care facility.

If you feel sick, the CDC recommends that you stay home and contact your healthcare provider.

The Office of the Lieutenant Governor cares about your health and safety.


Wishing you safety,
Notary Division