

[Date]

To: [Employee/Student/Recipient Name]

From: [Organization/Department Name]

Subject: Follow-Up: Health and Safety Guidelines After Quarantine

Dear [Recipient Name],

We are pleased to welcome you back following the completion of your quarantine period. To ensure the continued safety of our community, please review and adhere to the following post-quarantine health guidelines:

- **Symptom Monitoring:** Please continue to monitor your health daily. If you develop a fever, cough, or shortness of breath, stay home and notify [Contact Person/Department] immediately.
- **Masking Requirements:** [Specify if masks are required, e.g., "Please wear a well-fitted mask in all common areas for the next 5 days."]
- **Hygiene Practices:** Continue frequent handwashing and use of hand sanitizer stations located throughout the building.
- **Physical Distancing:** Maintain a safe distance from others whenever possible, especially in break rooms or shared workspaces.

If you have any questions regarding these protocols or require specific accommodations as you return to your regular duties, please contact [Contact Name] at [Phone Number/Email].

Thank you for your cooperation in keeping our environment safe.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]