

P to P

Prepare to Procure

February 4, 2016

RIT Procurement Services

475-2107

[http://finweb.rit.edu/purchasing/
purchase@rit.edu](http://finweb.rit.edu/purchasing/purchase@rit.edu)

Travel to Latin America and the Caribbean

The U.S. Centers for Disease Control and Prevention have warned pregnant women to take precautions against mosquito bites when traveling to areas in Latin America and the Caribbean where there have been outbreaks of the Zika virus.

Group Travel:

The Procurement Services Office recommends that you add the following clause to any group travel contracts you may be signing on behalf of RIT:

“Rochester Institute of Technology shall, without penalty, be able to immediately cancel this agreement by written notice and without obligation if the United States Department of State, The World Health Organization, or any other advisory body issues a travel advisory and/or warning for the area.”

Individual Travel:

Some major airlines are offering refunds to passengers booked to fly to areas affected by the virus. More information is available on airline websites.

Here is an article about how one major US airline has responded to the Zika virus outbreak:

<http://www.foxnews.com/travel/2016/01/26/united-to-refund-travel-to-regions-hit-with-zika-virus-spokesman/>

If you have any questions about this information, please contact Tina Karol, PSO Commodity Manager, at ext. 5-6803 or trkpur@rit.edu.

