

August 4, 2020

Rutgers Noise Technical Assistance Center

Community Noise Enforcement Resumption of Courses Covid-19 Protocols and 2020 Schedule

Dear Course Registrant:

The Rutgers Noise Technical Assistance Center (RNTAC) has received approval from Rutgers University to begin offering our courses, under a set of protocols to minimize the risk of Covid-19 transmission. **It is very important that you read and follow these instructions carefully** if we are to successfully meet our two goals: confer certification or recertification upon you, and do it safely.

OVERVIEW - The courses will now consist of on-line live virtual lectures, followed by outdoor field exercises conducted with face masks and social distancing.

LECTURES – Prior to the course, you will be mailed a hard copy of the course manual. The lectures will be delivered live via WebEx. The lectures will be presented in 50 minute periods with 10 minute breaks in between. There will be three lecture periods per day, total time three (3) hours, to allow you go onto other matters each day. Your questions will be accommodated throughout and your attendance will be noted. We will provide the links to join the lectures.

FIELD EXERCISES – An integral part of these courses is becoming familiar with the operation of your sound level meter, and utilizing it in a complex acoustical environment. That has to be done in-person, as does the final field exam.

Prior to attending the outdoor field exercises you will be required to complete a health questionnaire (symptoms and possible exposures) and sign a liability waiver. The questionnaire must be completed no more than 24 hours prior to the start of the field exercises. If those documents are not completed and submitted, you will not be allowed to attend that portion of the course.

During the field exercises, face masks shall be properly worn at all times AND social distancing (6-foot separation) shall be observed.

It is highly recommended that you bring your own sound level meter to the course, as it is best for you to train on your own equipment. Under current conditions, this is especially important to prevent cross-infection. If, however, you do not have a meter, we can supply one - - but it *must be reserved in advance*. We will need to clean and prepare the meter before providing it to you.

CERTIFICATION COURSE – The course is now scheduled to consist of 6 days, five of which will have 3 hours of lectures/breaks each day, followed by one day of field exercises. We will schedule the field exercises and final field exam period for 4 hours.

This scheduling is based upon a reasonable estimate of the time that will be required to complete the course materials in this format. If the information is conveyed in a shorter period of time (lecture or field), you will be dismissed early.

RECERTIFICATION COURSE - The course is now scheduled to consist of 3 days, two of which will have 3 hours of lectures/breaks each day, followed by one day of field exercises. We will schedule the field exercises and final field exam period for 3 hours.

This scheduling is based upon a reasonable estimate of the time that will be required to complete the course materials in this format. If the information is conveyed in a shorter period of time (lecture or field), you will be dismissed early.

FIELD EXERCISE SCHEDULING (applicable to both certification and recertification courses).

The field exercises will be limited to 20 participants per session to insure we can comply with social distancing requirements. Thus, we may have to run more than one field exercise session per class.

Registration for the field exercises will be separate from registration for the lectures. Each field session will be limited to 20 participants, on a first-come-first-served basis.

Field exercises cannot be conducted in the rain, so each scheduled session will have a scheduled rain date. In addition, if the forecast is for very high temperature and humidity, the field exercises may be postponed. **The status of field exercises will be posted on our website 24 hours prior to the session. You are strongly advised to check that status before getting in your car.** This will be reiterated in the lectures.

REGISTRATION

You will have to re-register to take any course (even if you are already registered for a September or December course), and you will have to register separately for the lecture and field exercises. Each field exercise session will be limited to 20 participants. Registration for the lecture is a pre-requisite for registration for the field exercises.

COURSE SCHEDULE 2020

COURSE	LECTURE DATES	FIELD DATES	FIELD RAIN DATE
Recertification	Aug 24 and 25	Aug 27 or 31*	Sept 2
Certification	Sept 8,9,10,11 and 14	Sept 16 or 17	Sept 25
Recertification	Sept 30 and Oct 1	Oct 5 or 7*	October 9
Recertification	Dec 1 and 2	Dec 4**	Dec 7
Certification	Dec 9,10,11,14 and 15	Dec 17**	Dec 18

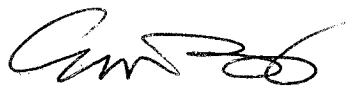
*Registration for these dates will open if necessary.

**More dates will be added if necessary

FINAL WORDS - Please bear with us, as we will bear with you, through these difficult and relatively uncharted educational waters (for us, at least). There may be some glitches along the way (e.g., registration, scheduling, lecturing technology, etc.), but as long as we all observe the Covid-19 protocols, all's forgivable.

We've worked very hard to restart our program and are excited to get back to helping you provide a better quality of life for the residents of New Jersey and beyond.

Sincerely,



Eric M. Zwerling, M.S., INCE, ASA
Director