

UNIVERSITY OF SOUTH FLORIDA

COVID19 ENHANCED CLEANING AND DISINFECTANT W/ NHIN 20.42-00(1) E22559 (2 6618

- b. In the event soap and warm water are not readily available, use an alcohol-based hand sanitizer containing at least 60% alcohol

B. Responsibilities

- i. Building Custodial Services (internal or contract) will, at a minimum, conduct daily enhanced cleaning/disinfection in areas traditionally serviced including, but not limited to, conference/teaching areas and public/common areas (e.g., building entries, lobbies, atria, restrooms, elevators, elevator lobbies, break rooms, etc.).
- ii. End Users/Occupants (i.e., faculty and staff) are expected to clean and disinfect their immediate work areas (e.g., private/shared offices, research labs, and core/common) at least daily as well as any common areas or shared equipment in their work areas utilizing the cleaning and disinfecting products provided by Administrative Services (e.g., "SanKits") or other approved product(s)
- iii. Educational and Learning Spaces

of additional cleaning supplies and sanitizers based on individual departmental needs.

- a. USF COVID-19 related supplies (i.e., SaniKits, hand sanitizer, etc.) should be obtained through Administrative Services/Facilities Management by submitting a request through the [FAMIS Work Order System](#). Please visit [here](#) for additional information and limited exceptions regarding supply requests (CAML, SSTC and MDD).
- b. The University will maintain an adequate supply of soap, hand sanitizer, cleaning/disinfecting supplies to the best of its ability. Purchasing these supplies centrally provides significant cost savings to the University and allows for better monitoring of use and reorder points as necessary. Individual Departments are not authorized to purchase additional products beyond routine business protocols unless otherwise directed. This does not preclude individuals from purchasing items using their personal funds, but please note that those costs cannot be reimbursed.

C. General Safety Guidelines during Cleaning and Disinfection

As previously stated, multiple resource, sourcing, and distribution plans have been developed in order to address potential supply shortages and variable business needs; therefore, the University will utilize numerous cleaning/disinfection products, equipment, and application methods to support enhanced cleaning/disinfection across its campuses. It is important that the user understands the specific details regarding the safe and effective use of the product(s) prior to use. Please contact Environmental Health & Safety (EH&S) at (813) 970-86 or ehs@usf.edu for any questions or information regarding the proper and safe use of cleaning/disinfection products.

Please note, the two (2) 4-ounce bottles of hand sanitizer (70% ethyl alcohol) per month the University is supplying to all faculty, staff, and students can also be utilized as a disinfectant for personal classroom and work/study areas before and after each use. This product can be sprayed on surfaces and allowed to air dry; therefore, gloves are not required when utilizing this product. However, individuals should always practice good hand hygiene. In addition, always a

v. Ensure adequate ventilation.

vi. Ensure all cleaning products are labeled including diluted cleaning solutions

D. General Cleaning and Disinfection of Surfaces

i. Cleaning with products containing soap or detergent reduces germs on surfaces and objects by removing contaminants and may also weaken or damage some of the virus particles, which decreases risk of infection from surfaces. Cleaning frequently touched surfaces and shared objects once a day is usually enough to sufficiently remove virus that may be on surfaces unless someone with confirmed or suspected COVID-19 has been in the area. (86.6 (c)(6))

iii. Follow the manufacturer's instructions for safe and effective use of all cleaning and

In the event of a positive COVID

a sprayer/fogger/mister application of disinfectant, Building Supervisors will be notified in advance if the spraying/fogging/misting will occur during normal business hours or in close proximity to occupied/utilized spaces. Advance notice allows the building occupants to be apprised of the schedule for cleaning/disinfection of the space and any areas that may require restricted access.

- iii. The cleaning/disinfection creP T c 3 0 6 3 9 (o f 0 1 6 F w 1 1 4 0 1 2 e) T g d 0 6 a 7 (r e 2 3 0 8 - 0 . 0 2 1 t h a 0 T d [e