

Bathrooms

- Wipe/disinfect countertops and clean sinks and mirrors
- Stock paper products
- Wipe/disinfect stalls, toilet/ urinals
- Wipe door handles, doors and wall switches
- Trash out
- Sweep and mop floors

Classroom/Common Areas/Foyers (faculty provided cleaning equipment for more thorough daily classroom cleaning)

- Vacuum
- Trash Out
- Wipe Disinfect Podiums and Desks as time allows
- Wipe Doors/Handles
- Clean Foyer glass
- Dust as time allows

One evening custodian moved to day shift to provide extra sanitization during peak times when office are open.

Offices (weekly – each employee responsible for their own office area daily)

- Trash out
- Vacuum
- Wipe/disinfect doors/handles and common surfaces
- Dust as time allows