

**California State University San Marcos**  
**Sanitation and Disinfection Overview - Fall 2021 v4**  
**07/20/2021**

Parameters for Consideration	Instructional Classrooms	Instructional Laboratories	Research	Housing	Offices	Common Areas
<b>Disinfection Measures</b>	<p><b>Main Disinfection</b> will be done at night on 3rd shift. 1st and 2nd shift will perform high touch disinfecting cleaning.</p> <p><b>Cleaning/Disinfection</b> of high touch areas. This includes light switches, door handles, etc.</p> <p>Floors are dust mopped daily and wet mopped once per week.</p>	<p><b>Main Disinfection</b> will be done at night on 3rd shift.</p> <p><b>Cleaning/Disinfection</b> Sanitization of high touch areas (door, light switches etc.) at night.</p> <p>Floors are dust mopped daily and wet mopped once per week.</p>	<p><b>Disinfection</b> of high touch areas by custodial staff at night. Trash removal by custodial staff at night.</p> <p>Area responsible person (PI/Faculty) will ensure implementation of disinfection/wipe down of high touch areas within the lab. <b>Lab personnel will provide necessary disinfection/wipe down of equipment and internal areas within the lab.</b> This effort will be part of the PI/Faculty members' health and safety plan for reactivation of their lab space.</p> <p>Floors are dust mopped daily and wet mopped once per week.</p>	<p><b>Main Office:</b> Once daily disinfection of front office door handles and pushbars.</p> <p><b>Daily disinfection</b> of all "high touch" areas including door handles, desk surfaces. Daily sweeping, mopping and bathroom cleaning including surfaces.</p> <p><b>Common Areas</b> (laundry, trash rooms, public bathrooms, lounge/meeting spaces, gates, elevators, stairwells): Daily sweeping, mopping, vacuuming, trash removal, door handles and surfaces, light switches, remote controls, washing machine and dryer interiors, machine buttons and sinks, accessible push buttons, emergency call boxes, elevator panel/buttons, surrounding walls and windows, stairwell railings and bars.</p> <p><b>Student Rooms:</b> Fully cleaned and disinfected prior to move in and after move out.</p>	<p><b>Main Disinfection</b> will be done at night on 3rd shift. High touch surfaces (door handles, barriers, light switches, etc.) are cleaned and disinfected on a daily basis.</p> <p><b>Personal space will be the responsibility of the occupant.</b></p> <p><b>Proposed plan for plexiglass dividers:</b> Internal custodial staff will wipe down inside/outside of dividers in common areas. Plexi dividers in personal cubicles: Outside will be wiped by custodial staff and the inside of plexi divider will be managed by personnel occupying the space.</p> <p>Carpets are vacuumed once per week. Hard surface floors are dust mopped daily and wet mopped once per week.</p>	<p><b>Main Disinfection</b> will be done at night on 3rd shift. Cleaning/disinfection of high touch areas and objects (door handles/push bars, water dispensers/fountains, railings and light switches, etc.) at night, see frequency section.</p> <p><b>Cleaning/disinfection</b> will be done multiple times during the day and will focus on high touch areas. ( part of regular 1st and 2nd shift ).</p> <p><b>Conference/Meeting rooms:</b> Trash/recycle removed daily by custodial.</p> <p>Approximately one hundred and twenty hand sanitizer dispensing stations are located in high traffic areas throughout campus.</p> <p>Floors are dust mopped daily and wet mopped once per week.</p>
<b>Frequency</b>	3rd shift will provide their normal cleaning frequency nightly.	Each classroom will be cleaned nightly by internal custodial staff.	Nightly cleaning by internal custodial staff. PI & Research Students will be trained in infection control measures to be used daily and as needed, per their Health and Safety Plan	Full daily cleaning/disinfection and as needed; some areas will be cleaned several times per day. Housing will follow Public Health and CDC guidance at the time of occupancy, and make any adjustments as required.	Offices are thoroughly cleaned every night	<p><b>Break rooms:</b> night shift- cleaning/disinfection (Counters/surfaces, sinks/faucets, tables, microwaves exteriors, trash/recycling, soap/paper towel dispensers, etc.).</p> <p><b>Restrooms:</b> night &amp; day shifts - cleaning and disinfection (toilet stalls, panels, sinks/faucets, dispensers, urinals, door handles/push bars, etc.) Restrooms are cleaned a minimum of 4 (night and day staff) times per day for high occupancy buildings and 2 times per day for low occupancy buildings.</p> <p><b>High touch surfaces</b> are cleaned and disinfected daily based on occupancy density and patterns in the building.</p> <p><b>Common areas</b> are cleaned and disinfected at least daily.</p> <p><b>Elevators</b> are thoroughly cleaned every night consisting of wiping buttons/high touch points.</p>
<b>Who is Doing it?</b>	Internal custodial staff & Olympus night shift	Internal custodial staff will ensure cleaning/wipe down of high touch areas of the lab. IST will coordinate necessary cleaning/wipe down of equipment and internal areas within the lab. It is proposed that the student participant will complete the cleaning/wipe down of their personal space.	Internal custodial staff and PI & research students will provide cleaning and disinfection measures.	Internal Housing custodial & maintenance staff & 3rd party Custodial Company.	Internal custodial staff.	Internal custodial staff.
<b>Are They Currently Trained?</b>	yes	Internal custodial staff - yes IST & Students - will be trained	Internal custodial staff - yes PI & Research Students - will be trained in cleaning & disinfection measures.	yes	yes	yes