



GUIDE FOR RETURNING TO IN-PERSON RESEARCH PHASE 1: CLEANING AND DISINFECTING YOUR WORKPLACE



INTRODUCTION

The safety of every UW community member is our top priority. As the COVID-19 pandemic continues to evolve and new information becomes available, we have carefully considered strategies to ensure the safety of our workforce. We have heard your concerns and want our workforce to feel safe and confident as they continue to respond to this pandemic. This Guide provides you with information and guidance on cleaning and disinfecting your research workplace to allow a safe return to in-person work at the UW. If everyone working in a laboratory or research facility uses such precautions, we will minimize the risk of COVID-19 and maximize prevention and safety. Speak up if you observe someone not following such precautions; we are all responsible for stopping the spread of the virus.



WHAT DO I NEED TO KNOW?

PROPER CLEANING AND DISINFECTING ARE IMPORTANT FOR REDUCING THE SPREAD OF COVID-19

It is important to clean and disinfect work areas regularly, as well as to clean high touch areas daily, between uses, or when unclean, to help prevent the spread of coronavirus. If your research space has not been occupied in the last seven days, then a general regular cleaning will suffice since the coronavirus cannot live on surfaces that long.

Minimize harmful chemical exposures when cleaning and disinfecting. Use only EPA approved cleaners, sanitizers and disinfectants. The following are recommended: alcohol solution with at least 70% alcohol or 10% bleach/water solution, or another [EPA-registered disinfectant for use against SARS-CoV-2](#). Remember, when possible for handwashing and cleaning surfaces, soap and water is always the best option. Clean first then disinfect. Disinfectants do not work as well on dirty surfaces.

If your research area has a case of known COVID-19 notify the EH&S Employee Health Center immediately (emphlth@uw.edu or 206-685-1026). EH&S will evaluate the locations where the person spent time on campus for enhanced cleaning and disinfection.



WHAT DO I NEED TO DO?

GENERAL GUIDANCE

- Increase the frequency of cleaning and disinfecting, focusing on high-touch surfaces, such as switches, knobs, handrails, tables, faucets, doorknobs, shared equipment, and shared keyboards.
- Keep a cleaning schedule to maintain general housekeeping to prevent buildup of dirt and clutter.
- Make cleaning supplies available for researchers to do spot cleaning when necessary.
- For surfaces touched by multiple researchers, clean and disinfect on a frequent schedule, or between researcher use.
- For surfaces touched by a single researcher, clean and disinfect periodically, at least once when the researcher starts and again when they leave, or whenever unclean, as a minimum.
- Wipe down shared equipment after each use.
- It is also recommended that all units purchase single use disinfectant wipes for touch points within their workspaces, if these are available.
- Please avoid putting disinfectant gels or liquids on electronics and other equipment, including elevator buttons, unless they have been indicated as safe to use on those devices. Use care with delicate equipment to avoid damage. Cleaning sprays may not be appropriate to use or could damage certain electronic equipment. In these cases an approved disinfectant wipe may be appropriate for more delicate tasks.

NOTE: Campus Custodial will clean and disinfect public and common areas such as hallways and restroom with enhanced disinfection protocols.





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WHAT DO I NEED TO DO? (CONT.)

CLEANING/DISINFECTING HIGH-TOUCH LOCATIONS AND EQUIPMENT IN THE LABORATORY

1. Review guidance from EH&S: [COVID-19 Prevention: Enhanced Cleaning and Disinfection Protocols](#) and the [University Requirements for COVID-19 Prevention in the Workplace](#).
2. Develop a list of high-touch locations and equipment in the laboratory. Special attention should be given to those areas that will have continued use.
3. Clean and disinfect identified locations on a routine basis. At a minimum, it is recommended that this be when an individual enters the laboratory to begin work and then before leaving the laboratory when work is completed.
 - a. Use an EPA-approved disinfectant that is effective against COVID-19. See the list of [EPA-approved disinfectants](#). Two commonly used disinfectants are an alcohol solution with at least 70% alcohol or a 10% bleach/water solution.
 - b. Review those products effective for disinfection of hard, non-porous surfaces.
 - c. Wear appropriate PPE when using cleaning/disinfectant products. This includes safety glasses and either disposable gloves (if available) or chemical-compatible impervious gloves that are rinsed off well in a sink for reuse. Used disposable gloves should be placed in the regular trash. Reference the Safety Data Sheet (SDS) for further information on PPE or any other hazard information.
 - d. These types of areas represent a higher probability of viral loading in the work area and should be disinfected on a routine basis following the proper procedure described above:
 - Benchtops
 - Equipment handles and latches
 - Equipment controls and touchpads
 - Drawer and cabinet handles
 - Bin and water incubator lids
 - Hand tools, Micro-pipettors
 - Faucet handles and sprayer grips
 - Chemical bottles and lids
 - Chair backs and arm rests
 - Pens, whiteboard markers



CONTACT

Environmental Health and Safety: (573) 341-4305 or ehs@mst.edu.



RESOURCES

- > [COVID-19 Prevention: Enhanced Cleaning and Disinfection Protocols](#)
- > [University Requirements for COVID-19 Prevention in the Workplace](#)
- > [COVID-19 Health and Safety Resources](#)
- > [Novel coronavirus & COVID-19: facts and resources](#)
- > [Mitigating Impacts to Research Activities due to COVID-19](#)
- > [Guidelines for COVID-19 prevention while working in the laboratory or other onsite research facilities](#)
- > [CDC Guidance for Cleaning & Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes](#)