



STANDARD OPERATING PROCEDURE

PROCEDURE FOR:

Janitorial Services: Fall 2021 – Return to Campus

## OVERVIEW

As UFV prepares for faculty, staff and students to return to its campuses for the fall semester, expectations relating to daily cleaning should be considerate of practices that are obtainable, safe and sustainable. This procedural plan considers the recently revised health and safety protocols in the Province's *'COVID-19 Go-Forward Guidelines for B.C.'s Post-Secondary Sector'*. Regular review and updating of multilayered institutional safety plans will support the safe resumption of on-campus activities and changes made within this document.

## PURPOSE

The purpose of this procedure is to outline the staff responsibilities and provide general insight into the cleaning and disinfection of public and non-public spaces at UFV as we open to face-to-face instruction. The following is consistent with direction provided by the Provincial Health Officer and WorkSafeBC.

## ROLES AND RESPONSIBILITIES:

### Janitorial Services

**Public spaces** - UFV's janitorial will continue high touch point cleaning in public spaces, including elevator panels and buttons, washroom partitions, tables and chairs, taps, flush handles, door handles and push bars, garbage lids, bottle fill stations, vending machines and light switches. These 'policing' cleaning practices will continue on a regular rotational basis, multiple times throughout the day.

Stand alone and wall mounted disinfectant dispensers will be established in highly visible, high-traffic areas at all campuses

**Non-public spaces** - where teaching activities have resumed, labs, shops and classrooms will be cleaned on a daily basis.

Additionally, Janitorial Services will be cleaning counter services areas, offices, sitting areas, retail/dining areas, and department kitchenettes on a daily basis.

Sanitation wipes will be available to all operational computer lab for occupants who wish to disinfect PC components at their work station.

All additional or supplemental cleaning requirements in the above areas will be considered under the advisement of HR and Facilities Management.

### Building Maintenance Workers

**Public spaces** – all common areas have been repopulated with appropriate furniture necessary for traffic levels in said areas.

## PPE & DISINFECTION MATERIALS

Those requiring face masks and/or latex gloves, or additional sanitizing hand cleaner are asked to contact the Facilities Management front desk - (604) 854-4525 or [FacilitiesServiceDesk@ufv.ca](mailto:FacilitiesServiceDesk@ufv.ca)

## COMMUNICATIONS

Concerns or questions regarding area hygiene should be forwarded to:

Facilities Management front desk - (604) 854-4525 or [FacilitiesServiceDesk@ufv.ca](mailto:FacilitiesServiceDesk@ufv.ca)