



Stephen F. Austin State University

Physical Plant Department

Return to Campus Plan: Sanitation and Facilities Team



Safety Practices- Sanitation and Facilities

Personal Protective Equipment

Personal protective equipment (PPE) has been provided to SFA Physical Plant employees for their safety and for the safety of the occupants of SFA buildings. When Physical Plant employees enter an area where social distancing is not possible, it is recommended that they wear masks. Physical Plant employees may wear PPE as requested by building occupants and/or as a personal preference.

Sanitation of Space

The following is a summary of the cleaning procedures that the Physical Plant will be implementing for E and G buildings across campus.

PPD Custodial will be sanitizing/disinfecting high touch points twice per day including:

- Spray, wipe down, and sanitize all entryway doorknobs, handles, light switches, public tables, public seating, elevators, water fountains, and stairwell rails.
- Spray, wipe down, and sanitize all toilets, sinks, faucets, dispensers, and stalls in restrooms along with daily mopping of all restroom floors.
- Spray, wipe down, and sanitize all classroom desks, tables, chairs, chalkboards, and whiteboards.
- Spray, wipe down, and sanitize all conference room tables, communal break rooms, tables, countertops, dispensers, microwaves, refrigerator handles, entryway doorknobs, handles, and public seating.

PPD Custodial will be sanitizing/disinfecting high touch points once per day including:

- All areas will be spot swept with a dust mop, broom, and dustpan as well as spot mopped with damp mop daily.
- Pulling trash in classrooms

Due to limited personnel and additional sanitizing/disinfecting of high touch points, PPD Custodial is limiting the following tasks to weekly for private offices and workspaces:

- Pulling trash (*Office staff may put personal trash cans in hallway if they are full before scheduled weekly pick up.*)
- Vacuuming
- Sweeping and mopping (*Deep and all area sweeping and mopping will be done weekly.*)
- Glass cleaning (For example, the amount of writing/drawing that is done in the STEM and library glass of study rooms and labs.)
- Recycle pick up



Due to limited personnel and additional sanitizing/disinfecting of high touch points, PPD Custodial can provide as requested the following to classrooms, private offices, and workspaces:

- Spray bottles with disinfectant used to combat COVID-19 that are labeled per OSHA standards can be provided to departments to assist in sanitation efforts for items such as podiums, desks, chairs, tables, and computers between classes.
- Spray bottles with disinfectant used to combat COVID-19 that are labeled per OSHA standards can be provided to departments to assist in sanitation efforts for items such as keyboards, phones, and desks in offices.

Sanitation of COVID-19 Space Exposure

- If there are any areas that have been exposed to Covid-19 PPD Custodial will follow disinfecting protocol and sanitize area per work order request.
- Affected area will be cleaned and sanitized per public health guidance.

Charter School and ECHL

Sanitation of Space

The following is a summary of the cleaning procedures that the Physical Plant will be implementing for the Charter School and ECHL.

In addition to PPD Custodial sanitizing/disinfecting high touch points in accordance with the outlined sanitation of space plan above, each of the following tasks will be performed daily by PPD Custodial in the Charter School and ECHL:

- Pulling trash
- Vacuuming

Due to limited personnel and additional sanitizing/disinfecting of high touch points, PPD Custodial can provide as requested the following to classrooms, private offices, and workspaces:

- Spray bottles with disinfectant used to combat COVID-19 that are labeled per OSHA standards can be provided to departments to assist in sanitation efforts for items such as desks, chairs, tables, keyboards, phones, and computers.
- Spray bottles with disinfectant used to combat COVID-19 that are labeled per OSHA standards can be provided to departments to assist in sanitation efforts for items such as indoor toys and changing areas.



- Spray bottles with disinfectant used to combat COVID-19 that are labeled per OSHA standards can be provided to departments to assist in sanitation efforts for items such as outside tables and outside toys.

Athletic Facilities

Sanitation of Space

The following is a summary of the cleaning procedures that the Physical Plant will be implementing for the Coliseum, Fieldhouse, and Wellness Center.

PPD Custodial will be sanitizing/disinfecting high touch points once per day including:

- Disinfecting and cleaning of all showers stalls, floors, and walls.
- Disinfecting and cleaning of all restrooms, toilets, sinks, and faucets.
- Disinfecting and cleaning of all locker rooms, pulling trash, vacuuming, and utilizing athletic facility electrostatic mister to disinfect the entirety of rooms.
- Disinfecting and cleaning of elevator buttons and walls.
- Disinfecting and cleaning of all entry points, door handles, door knobs, countertops in kitchen, microwave and refrigerator handles in kitchen.
- Sweeping and mopping in kitchen.
- Disinfecting and cleaning of all water fountains.
- Vacuuming of public areas such as hallways and reception areas.
- Vacuuming in locker rooms.
- Trash pulling in locker rooms, medicine room, weight room and kitchen.

Due to limited personnel and additional sanitizing/disinfecting of high touch points, PPD Custodial is limiting the following tasks to weekly for private offices and the academic center:

- Pulling trash (*Coaching and office staff may put personal trash cans in hallway if they are full before scheduled weekly pick up.*)
- Vacuuming

Due to limited personnel and additional sanitizing/disinfecting of high touch points, PPD Custodial can provide as requested the following to classrooms, private offices, and workspaces:

- Spray bottles with disinfectant used to combat COVID-19 that are labeled per OSHA standards can be provided to departments to assist in sanitation efforts for items such as podiums, desks, chairs, tables, and computers between classes.
- Spray bottles with disinfectant used to combat COVID-19 that are labeled per OSHA standards can be provided to departments to assist in sanitation efforts for items such as keyboards, phones, and desks in offices.



Return to Campus Plan

- When student athletes return to campus, spray bottles with disinfectant and rags of disinfectant used to combat COVID-19 that are labeled per OSHA standards can be provided to areas such as the Academic Center, Lawton Room, and Champion Room for sanitation efforts for items such as keyboards, computers, tables, and chairs

Due to limited personnel and additional sanitizing/disinfecting of high touch points, PPD Custodial requests the following from the Athletics department:

- Athletics staff wash their own dishes and clean out the interior of the refrigerator, etc.