

Cleaning Guidelines for Shared Equipment, Computers, Tools, and Workspaces



USE YOUR OWN SUPPLIES

When ever possible use personal equipment, assign tools and supplies individually. Designate separate workspaces when possible. When shared equipment, computers, tools, and spaces are necessary the shared items should be frequently and routinely cleaned and disinfected per cleaning guidelines.

NEVER SHARE MASKS!

PRIOR TO USE

Before the use of shared equipment or space clean and disinfect, using the supplies provided. It is the responsibility of all users to clean before using any shared spaces or equipment.



SUPPLIES NEAR BY

Shared equipment requires cleaning and disinfecting often. Supplies will be readily available to anyone using the equipment. Supplies such as wipes, paper towels, gloves, hand sanitizer, etc., will be provided for users. Supplies will be located at or near shared equipment for easy access. Follow the cleaning products directions for use.

AFTER USE

After the use of shared space or equipment be sure to clean and disinfect, focusing on high touch surfaces (table or desk tops, keyboards, arm rests, etc.). It is the responsibility of the user to clean all shared spaces and equipment after use.

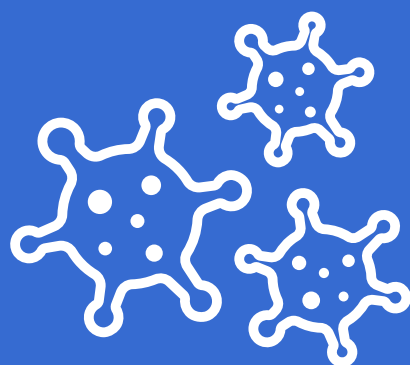


WASH YOUR HANDS

Post cleaning and disinfection; after wiping down equipment or shared surfaces you should wash your hands for at least 20 seconds using soap and warm water.

KEEPING OUR CAMPUS SAFE

This guidance addresses how to enhance safety if using shared equipment, tools, computers, and work spaces to help prevent and minimize the spread of COVID-19. It is the goal of the Grossmont-Cuyamaca Community College District to keep our campus, faculty, staff, students, and visitors safe.



THANK YOU FOR DOING YOUR PART



GROSSMONT-CUYAMACA
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