

# Follow Safe Work Practices.



[dps.utah.edu/coronavirus](https://dps.utah.edu/coronavirus)

**1.**

Do not come to work if you have cold or flu-like symptoms.

**2.**

Wash your hands often with soap and water for at least 20 seconds.

**3.**

Practice “Physical Distancing,” keeping at least six feet away from others.

**4.**

Wear a face covering when you cannot physically distance and avoid touching your eyes, nose, or mouth.

**5.**

Cover your cough or sneeze with a tissue, then throw in the trash.

**6.**

Clean and disinfect frequently touched surfaces.

## Lab-specific procedures for reducing the risk of exposure.

1. DO NOT come to the lab if you have any cold or flu-like symptoms or if you have been exposed to someone with COVID-19.
2. Wash your hands (20 seconds with soap and water) and dry with a paper towel or air dry before entering the lab and then before putting on your personal protective equipment (PPE), in the order:
  - a. Lab coat
  - b. Eye protection
  - c. Gloves
3. If you feel that you are going to cough or sneeze, remove gloves (if possible) and cover the cough or sneeze with a tissue, then throw your tissue in the trash. Wash hands with soap and water and put on fresh gloves.
4. Practice “Physical Distancing,” keeping at least six feet away from others. Wear a face covering or mask whenever you cannot physically distance, including in the lab/class.
5. Don't eat, drink, or put things in your mouth (such as gum or pens/pencils) while in the lab.
6. Don't touch your mouth, nose, or eyes.
7. Don't put on cosmetics (including lip balm) or handle your contact lenses while in the lab.
8. Avoid sharing personal items.
9. When you are finished working, remove your PPE in this order:
  - a. Gloves
  - b. Lab coat
  - c. Eye protection

Note: The PPE remains in the lab or is disposed of. DO NOT take home and DO NOT wear gloves outside of lab.
10. Wash your hands.
11. Leave the lab and then rewash hands as soon as possible.



## All equipment and materials must be decontaminated/sanitized at the end of the day or after each class.

1. Wash your hands and don PPE in this order:
  - a. Lab coat
  - b. Eye protection
  - c. Gloves
2. Decontaminate with an appropriate disinfectant, e.g.,
  - a. A freshly prepared 1:10 dilution of bleach:
    - i. Dilute using cold water.
    - ii. Prepare fresh each day (label with date).
    - iii. Apply sufficient bleach solution to make sure that the surface remains wet for at least five minutes.
    - iv. Wipe up the bleach, and then wipe the surface with water to remove the bleach residue.
    - v. DO NOT use on metal surfaces or computer equipment.
  - b. Other EPA-registered disinfectant:
    - i. For example, Lysol IC, CaviCide, Simple Green d Pro 5.
    - ii. Follow instructions on label to prepare the disinfectant.
    - iii. Apply sufficient disinfectant to make sure that the surface remains wet for at least five minutes.
    - iv. Check compatibility of disinfectant with hard surfaces and electronics.
  - c. EPA-registered disinfecting wipes:
    - i. Use for sensitive electronics, e.g., computer keyboards, mice. Disconnect from power supplies or remove batteries.
    - ii. Use non-bleach wipes, e.g., Lonza Disinfectant Wipes, Oxivir Tb Wipes, PURELL Professional Surface Disinfectant Wipes, or 70% ethanol wipes.
    - iii. Wipe tops and sides of keys.
    - iv. Allow to air-dry.
3. When you are finished working, remove your PPE in this order:
  - a. Gloves
  - b. Lab coat
  - c. Eye protection

Note: The PPE remains in the lab or is disposed of. DO NOT take home.
4. Wash your hands.
5. Leave the lab and then rewash hands as soon as possible.