



U FACILITIES FAQ'S
September 09, 2020

U Facilities Building Responsibilities
(Academic and Research Buildings)

Personal Responsibilities
(Students, Faculty & Staff)

How to Report a Concern

Supplies		U Facilities Building Responsibilities (Academic and Research Buildings)	Personal Responsibilities (Students, Faculty & Staff)	How to Report a Concern
Supplies	Hand Sanitizer	Inside main building entries Near entries to Classrooms and Labs	Sanitize your hands often	To report supply needs, call Facilities Service Center at 801-581-7221
	Sanitizing Wipes	Outside every classroom or lab that is in use	Students and Faculty take a wipe and sanitize your desk area and chair arms before each class	
	Face Coverings & Gloves	Provided for our custodial crews	Always wear a face covering when inside buildings	
Indoor Air Quality	Ventilation (varies by building system and outdoor air temperature)	Facilities and EHS have evaluated all classrooms for compliance to ASHRAE 62.1, the recognized standard for proper ventilation in classrooms. Those classrooms that meet or exceed ASHRAE 62.1 and the Registrar and Scheduling office are using those rooms for all classes whenever possible. Occupancy schedules will be increased by 2 hours before and after standard occupancy to ensure air flushing of classrooms. In cases where classrooms or labs have unique equipment or systems and may not be compliant to ASHRAE 62.1, EHS has defined a protocol to mitigate the risk of exposure to the COVID-19 virus.	The most effective way to reduce the risk is to follow the guidelines issued by the University for masks, social distancing, and washing your hands	To report issues with ventilation call Facilities Service Center at 801-521-7221
	Filtration	Provide high efficiency air filtration.		
Routine Cleaning	Common Areas (Lobbies, halls, stairs, elevators)	Clean at the start of every week day Clean touchpoints (door handles, elevator buttons, handrails, & drinking fountains) throughout the day	Sanitize your hands as you enter every building	To report concerns about routine cleaning, call Facilities Service Center at 801-581-7221
	Restrooms	Clean at the start of every week day Sanitize a second time, mid-day	Wash your hands thoroughly with soap and water	
	Trash Removal	Each building will have designated central locations for building occupants to dispose of their trash. Facilities will remove trash from central location only	Take your trash to central designated location	
	Research Labs	Trash removal: 2 times per week, from central location Other services vary by lab needs		
	Classrooms & Teaching Labs	Trash removal: 2 times per week, from central location Clean whiteboards and desktops: daily Vacuum: monthly, unless additional requested	Clean counter tops in your lab work area	
	Offices/ Suites	Trash removal: 2 times per week, from central location Vacuum: monthly, unless additional requested	Clean your desk space and key board	
	Student Lounges	Disinfect counters/sinks, trash removal, Vacuum: daily	May be limited for all of Fall Semester	
Staff Break Rooms	Trash removal: daily Disinfect counters, wipe outside of appliances, sweep/vacuum, disinfect tables: daily			