

# UWB Back to Work Facilities Information Session

**UWB Facilities Services and Campus operations  
September 8, 2021**

# Welcome & Overview

## Presenters

- **Tony Guerrero**  
Associate VC for facilities and campus operations
- **Allyson Long**  
Environmental Health and Safety Specialist

## Topics

- Overview of University policies and procedures for COVID-19 Prevention
- COVID-19 prevention measures
- Building readiness

## Q&A

UNIVERSITY of WASHINGTON

# BACK TO THE WORKPLACE

These required measures will help prevent the spread of COVID-19 and keep UW employees and visitors safe and healthy.



**Get vaccinated,** even if you've had COVID-19.



**Face coverings are required** regardless of vaccination status.



**Take precautions with sick personnel:** Anyone who is sick must stay home.



**Physical distancing recommended for unvaccinated individuals:** Keep 6 ft. of distance between each person when possible.



**Encourage good hygiene:** Employees must be able to wash hands with soap and water or hand sanitizer.



**Clean & disinfect:** Work areas and high-touch surfaces must be cleaned and disinfected regularly.



**Reporting & response:** Notify [covidehc@uw.edu](mailto:covidehc@uw.edu) or **206-616-3344** when an individual in the workplace has suspected or confirmed COVID-19.



**Communicate safety information:** Provide training when employees return to work, as well as weekly updates, on preventing the spread of COVID-19.



For more info: [uw.edu/coronavirus](http://uw.edu/coronavirus)  
Contact Environmental Health & Safety: [ehsdept@uw.edu](mailto:ehsdept@uw.edu) or **206-543-7262**

AUGUST 2021

# Environmental Health & Safety

---

- COVID-19 Prevention Plan Overview
- Vaccination Policy
- Face Covering Policy
- COVID-19 Case and Exposure Response, Testing
- Other guidance for the workplace

# HOW DECISIONS ARE MADE AND IMPLEMENTED

- > **University President and Provost**
- > –Board of Deans and Chancellors and Cabinet
- > **UW COVID-19 Incident Command**
- > –Led by Chief of Staff for President and Provost
- > **UW Advisory Committee on Communicable Diseases (ACCD)**
- > –Chaired by EH&S medical director, infectious disease physician and investigator
- > –Subject matter experts and stakeholders from across University system and EH&S
- > –Local public health officials invited
- > Subcommittees meet as needed



- > **Workgroups /Advisory groups**
- > **Institute for Health Metrics & Evaluation**
- > **Population Health initiative**
- > **Seattle Flu Study**
- > **Back to Work/Back to School Groups-** Return to on-site work/school decision making, criteria and requirements
- > **COVID-19 Operations group**

# University Policy Based on Many Regulations and Evolving Science

---

## AGENCIES

### WA STATE

- Governor's Office
- Department of Health (DOH)
- WA Occupations Safety & Health Administration (Labor & Industries)

### Local public health agencies

- Public Health – Seattle & King County

### Federal

- CDC public health and health care guidelines
- NIH guidelines (research)
- OSHA

## REGULATIONS AND GUIDANCE

- Governor's proclamation for higher education
- General workplace safety and health rules for COVID-19
- Face covering, respirator, PPE rules
- General workplace safety rules
- Several industry regulations (e.g., sports, food, retail, museums)
- Travel
- Testing, isolation, and quarantine
- Childcare, K-12, youth programs
- Health care rules

# COVID-19 Prevention Plan

---

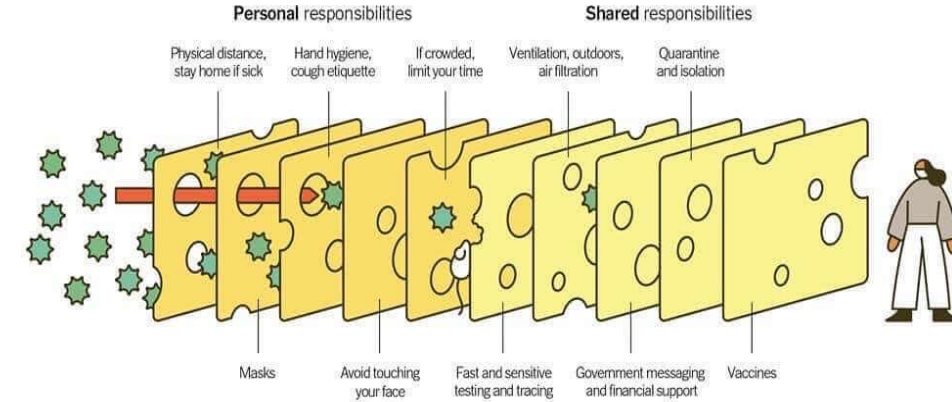
## Key Elements (layers)

- Vaccination
- Sick policies/procedures/testing, reporting, contact tracing
- Good hygiene practices
- Clean surfaces
- Face coverings, PPE, physical distancing recommended and alternative strategies
- Communication and training

- Duties of prevention plan assigned to personnel supervisor, or a designated COVID-19 site supervisor
- Prevention plans must be reviewed quarterly for updates
- Units are required to train personnel on plans initially and with every update

### Multiple Layers Improve Success

The Swiss Cheese Respiratory Pandemic Defense recognizes that no single intervention is perfect at preventing the spread of the coronavirus. Each intervention (layer) has holes.



Source: Adapted from Ian M. Mackay (virologydownunder.com) and James T. Reason. Illustration by Rose Wong

# Vaccination Policy

---

UW personnel and students are required to be vaccinated against COVID-19, medical and religious exemptions permitted

Supervisors are able to review the vaccination status of their direct reports

Vaccine Attestation Form deadline – submitting form is a requirement:

- Employees submit Workday attestation (by September 10, 2021)
- Students submit Student COVID-19 Vaccine Attestation Form (September 29, 2021)
- Those who don't use Workday use an alternate method (e.g., paper form)

# Vaccination Policies in Progress

---

- UW is aligning with new WA state proclamation for COVID-19 vaccinations: [Governor Inslee's vaccination proclamation 21-14.1](#)
  - [COVID-19 vaccination now a condition of employment](#)
- UW will verify vaccinations - details and process are being developed
- Philosophical exemptions will no longer be permissible
- Additional justification will be requested and reviewed for medical and religious exemptions
- State compliance deadline for vaccination is October 18, 2021

**Please note that to be fully vaccinated — and thus in compliance with the requirement by the Oct. 18 deadline — you must start your vaccinations no longer than the following dates:**

- **First dose of two-dose Moderna vaccine: By Monday, Sept. 6,**
- First dose of two-dose Pfizer vaccine: By Monday, Sept. 13,
- Single dose of Johnson & Johnson vaccine: By Monday, Oct. 4
- **You are only considered to be fully vaccinated two weeks after your last dose, whether that is the second dose for the Moderna and Pfizer vaccines or the single dose of the Johnson & Johnson vaccine, so make sure to start and complete your vaccinations in time.**



# Current Face Covering Policy

---

*Expect face cover requirements to change as pandemic evolves*

- **All individuals are required to wear a face covering indoors, regardless of vaccination status** when other people are present and in all public and common areas, including, but not limited to lobbies, hallways, stairways, restrooms, elevators, and in shared vehicles.
  - Persons who sit in an office with a closeable door will be permitted to remove their masks while working.
- **The UW's indoor mask mandate will be in place until health experts advise it is safe to roll back and only after the state removes its state-wide indoor mask mandate.**
- Units provide face coverings to personnel (2 face coverings per employee). Units also provide any required personal protective equipment (procedure mask).
- Mask dispensers will be located at each entrance of each building for persons who need them. Contact UWB Facilities at [uwbfs@uw.edu](mailto:uwbfs@uw.edu) or 2-5466 for additional masks.

A face covering must:

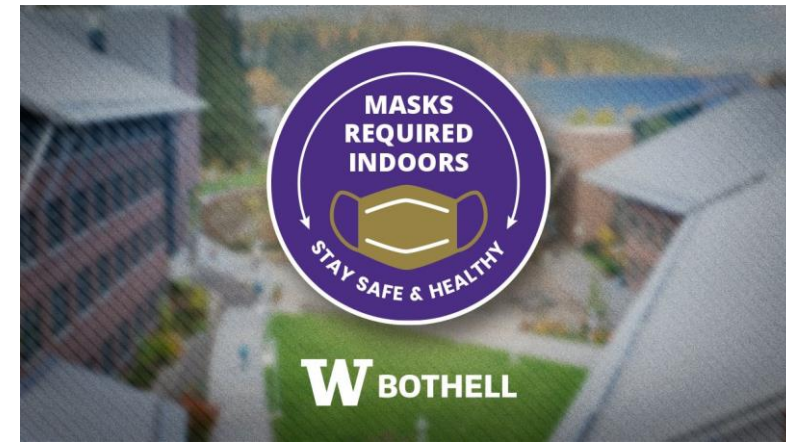
- Fit snugly against the sides of the face;
- Completely cover the nose and mouth;
- Be secured with ties, ear loops, elastic bands, or another equally effective method;
- Include at least two layers of material;
- Allow for breathing without restriction;
- Be capable of being laundered and machine dried without damage or change to shape (if made with cloth);
- Be free of holes, tears or valves that have the potential to release respiratory droplets



# Masks Can Be Removed When:

---

- Outdoors
  - Strongly recommend in crowded outdoor setting or when you cannot keep a distance
- Working alone inside office with closed door
- While alone in a vehicle
- While actively eating or drinking in designated eating and drinking spaces



# Responding to Maskless Individuals

---

Have discussions and plan ahead of time on how your group will respond to maskless individuals. Incorporate details into your unit or in-person events COVID-19 Prevention Plan.

- Communicate the mask mandate and expectations prior to classes, meetings, events and other congregate settings. Include the requirements of the UW COVID-19 face covering policy as part of the class syllabus and meeting/event invitation or email.
  - The mask policy *is* included in the required COVID-19 back to the workplace training.
- Politely inform the individual of the mask policy and request them to wear a mask.
  - Direct them to the nearest mask dispenser or offer one if you have it on you.
- If the individual still does not comply, notify your supervisor and contact human resources or the student conduct office.
  - Reporting can also be made to EH&S: <https://www.ehs.washington.edu/report-concern>

Refer to the UW COVID-19 Face Covering Policy for additional details:

<https://www.ehs.washington.edu/system/files/resources/COVID-19-face-cover-policy.pdf>

# Physical Distancing

---

Required, regardless of vaccination status in UW healthcare facilities, childcare, K-12 setting, including youth programs

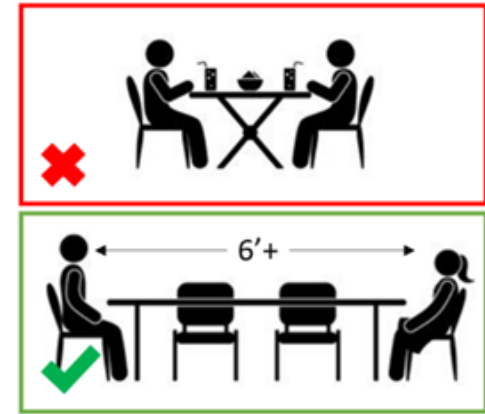
Recommended:

- Non-fully vaccinated individuals
- When eating and drinking
- In crowded settings

**Reduced occupancy limits no longer apply**

# Eating and Drinking Guidance

---



## *Minimize time without a mask while eating and drinking*

- Only permitted indoors in designated eating and drinking spaces (locations will be shared)
  - Time limits in designated eating and drinking spaces may apply to allow rotation for others.
  - Outdoor covered eating spaces will also be available.
- Maintain physical distancing while eating and drinking
- Hydration at work desks ok but minimize time without a mask – use a designated eating and drinking space for longer drinking breaks and eating
- Eating and drinking is not permitted in classrooms or in meetings and conference spaces
- Refer to UW EH&S Eating and Drinking for COVID-19 Prevention document:  
<https://www.ehs.washington.edu/system/files/resources/eating-space-guidance.pdf>

# COVID-19 Case & Exposure Response, Reporting and Notification

- **All individuals are required to stay home if sick with any potential illness and monitor symptoms regardless of vaccination status.**
  - Managers are required to ask individuals to leave the University if they are sick
- UW has a dedicated COVID-19 Response and Prevention Team that coordinates with local and state public health agencies to respond to cases of COVID-19 in the UW community and acts to prevent further transmission:
  - <https://www.ehs.washington.edu/staff/covid-19-response-and-prevention-team-contact>
- **Regardless of vaccination status, report COVID-19 positive test results and exposures to EH&S at [covidehc@uw.edu](mailto:covidehc@uw.edu)**
  - Contact tracers will provide specific guidance for isolation, testing, and if quarantine is needed in addition to issuing workplace and classroom notifications.
- Close contacts who are vaccinated do not need to quarantine unless they have symptoms. But they are instructed to get tested and wear a mask for 14 days around others.
- Activate the WA Notify app to be notified of any community exposures, and to support contact tracing efforts.
  - [WA Notify :: Washington State Department of Health](#)





# Husky Coronavirus Testing Program (HCT)

- Please enroll and get tested upon initial return to campus, especially if you anticipate being on campus at least once a week
- HCT works in close coordination with EH&S
- Ongoing community testing available for those not fully vaccinated, for those with symptoms, and for those exposed
- HCT kits, drop-box, and assistance will be located at the UW2 Commons Lobby Monday-Friday 9am-3pm
- HCT kits can also be mailed to residences
- HCT is FREE for all UW students, staff and faculty!

<https://www.washington.edu/coronavirus/testing/>

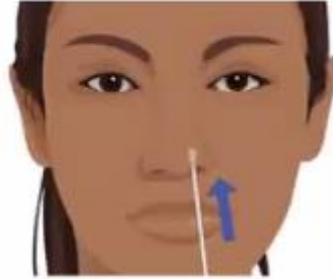


Image source: Seattle Flu Study



# UWB Events

---

- A UWB campus specific *Event Planning for Fall Quarter* document is available for reference and applies to all University sponsored, organized or hosted events
- "Events" are not determined by size but rather by the activity. Events are NOT University business, research activities, or academic instruction

## **UWB Events with only UW community members (UW students, staff or faculty only):**

- Must submit and follow the UW In-Person Event COVID-19 Prevention Plan
- Eating and drinking indoors is currently not permitted for UWB events

In-Person Event COVID-19 Prevention Plan:

<https://www.ehs.washington.edu/resource/covid-19-prevention-guidelines-person-events-updated-83121-1031>

## **UWB Events with members of the public invited (those who are not UW students, staff or faculty):**

- Must submit and follow the UW In-Person Event COVID-19 Prevention Plan
- Eating and drinking indoors is currently not permitted for UWB events
- A COVID-19 vaccine verification requirement is in place which requires vaccine verification to be performed at the event
  - Follow the UW Guidelines for Establishing a Vaccine Requirement for In-Person University Event:

<https://www.ehs.washington.edu/system/files/resources/vaccine-requirement-in-person-event.pdf>



**UW EH&S COVID-19 Prevention and Response webpage is where you can find the most current information, policy updates, and campus messages:**

<https://ehs.washington.edu/covid-19-prevention-and-response/covid-19-health-and-safety-resources>

**Reach out with any questions or concerns:**  
COVID-19 Response and Prevention Team Contact  
(206) 616-3344  
[covidehc@uw.edu](mailto:covidehc@uw.edu)

## COVID-19 PREVENTION AND RESPONSE

Case Tracking Dashboard

COVID-19 Case Response

COVID-19 Frequently Asked Questions

**COVID-19 Health and Safety Resources**

COVID-19 Safety Training

Face Covering Requirements

Husky Coronavirus Testing

Quarantine and Isolation Guidance

Vaccine Information

Vaccination Policy

## COVID-19 Health and Safety Resources

*Updated September 7, 2021, at 8:44 a.m.*

The Environmental Health & Safety Department (EH&S) maintains COVID-19 prevention policies, guidance, and resources for the UW community. Additional information about COVID-19 is available on the [UW Novel coronavirus & COVID-19](#) page.

Please refer to the [University's COVID-19 Prevention Plan](#) for the most current workplace COVID-19 prevention policies and guidance.

*UW students or employees reporting a positive COVID-19 test result, close contact exposure or a related issue, please email [covidehc@uw.edu](mailto:covidehc@uw.edu) or call 206.616.3344.*

### What's new

- [UW Face Covering Policy and frequently asked questions](#) (updated 9/7/21)
- [COVID-19 Food Establishment Reopening and Operating Procedures](#) (updated 9/3/21)
- [COVID-19 Safety Training: Back to the Workplace](#) (updated 9/3/21)
- [COVID-19 Prevention in the Workplace Webinar video](#) (UWNetID

CC  
Er  
Sa  
Co  
(20  
eh  
RE  
Un  
19  
Wc  
8/2  
1.8  
Un  
19  
Wc  
8/2

# Facilities Services and Campus Operations

---

- Building ventilation
- Building water flushing
- Cleaning and disinfection
- Other building services

# Building Ventilation

---

**Building ventilation systems are safe, have been operating and maintained throughout the pandemic, and ready for normal occupancy:**

- MERV 15 filters meeting CDC & WA Labor & Industries standards in place
- Extra building ventilation checks performed during ramp up to fall quarter
- Mechanical systems have been operating on extended hours
- Increased outside air ventilation rates where possible (increased from 10%-30%)

**Supplemental precautions underway:**

- A 3rd party HVAC consultant has been hired to test and document the air exchanges in all of our 87 classrooms across campus. That information can be provided after testing is completed.
- If we can't provide 4 air exchanges per hour, then we are considering adding air purifiers in those areas and eating areas

**Process in place to resolve reports of ventilation problems**

- Contact UWB Facilities to report problems at 425.352.5466 or [uwbfs@uw.edu](mailto:uwbfs@uw.edu)
- UWB and EH&S will assess and resolve



# Building Water Flushing

- Facilities services has had a full-time employee dedicated to making sure the water in each building has been flushed through the pipes each week.
- In our leased facilities our custodial team runs the water in the sinks and flushes the toilets daily.
- Water testing for Legionella

## Safely reopen buildings to reduce the risk of waterborne illness

Stagnant water in underused or unused building water and plumbing systems can lead to waterborne illnesses, like Legionnaires' disease. As buildings and businesses reopen after an extended shutdown, there are steps you can take to reduce the risk of illness and keep people safe.



Flush hot and cold water through all points of use (e.g., showers, sink faucets) to replace all water inside building piping with fresh water. Keep the temperature in hot water systems above 122°F and cold-water systems below 74°F.

Clean all decorative water features, such as fountains. Ensure they are free of visible slime or biofilm.



Ensure cooling towers are cleaned, disinfected, and maintained according to manufacturer's instructions to prevent *Legionella*.

For detailed information, guidance, and training, visit [www.doh.wa.gov/COVID19/Legionella](http://www.doh.wa.gov/COVID19/Legionella).

- [Guidance for Reopening School Water Systems](#)
- [Guidance for Legionella & Building Water System Closures](#)



# Cleaning & Disinfection

- Daily high-touch point cleaning in restrooms, conference rooms and other areas in which personnel congregate
- Second high-touch point disinfection of restrooms
- Classrooms, lecture halls and auditoriums will be cleaned before the first class of the day
- Staff and faculty are responsible for daily cleaning and disinfection of their individual workspaces
- Users will share the responsibility of cleaning of shared spaces (conference rooms, labs, computer labs, eating spaces, etc.) after each use

W ENVIRONMENTAL HEALTH & SAFETY  
UNIVERSITY of WASHINGTON

APPENDIX TABLE 1: RECOMMENDED CLEANING AND DISINFECTION FREQUENCIES AND ROLES FOR OCCUPIED BUILDINGS

| SPACE                             | SCOPE  | WHO IS RESPONSIBLE?            | MINIMUM CLEANING AND/OR DISINFECTION FREQUENCY  |
|-----------------------------------|--|--------------------------------|---|
| Classrooms and instructional labs | Desks, tables, chairs, white boards, light switches, doorknobs, podium, handrails, lectern   | Custodial Services<br>Users*** | <b>Custodial Services:</b> Full daily cleaning based on operational schedule with disinfection of high touch points.<br><b>Users:</b> Disinfecting supplies, hand sanitizer, and gloves will be available for students to clean and disinfect their spaces before and after each use.   |
| Computer labs                     | Keyboards, mice, touchscreens, desk surface, chairs, stylus  | Users                          | Shared equipment and workstations are cleaned and disinfected before and after use.   |
| Conference rooms                  | Table, chair, other surfaces, doorknobs, light switches, etc.  | Custodial Services<br>Users    | <b>Custodial Services:</b> Daily cleaning based on operational schedule; mop and/or vacuum floors once per week.<br><b>Users:</b> Shared equipment and workstations are cleaned and disinfected before and after use.   |
| Dining areas                      | All dining surfaces including chairs, tables, dispensers, etc.   | Custodial Services<br>Users    | Full daily cleaning and disinfection based on operational schedule with high touch points cleaned a second time.  |
| Laboratories                      | Benchtops, equipment handles and controls, chair backs and arm rests, hand tools, faucet handles and sprayer grips, hand microphones and other shared tools, pen, white board markers, cabinet handles | Custodial Services<br>Users    | Shared equipment disinfected before and after use. Labs working with biohazardous agents disinfect per biosafety requirements.<br><b>Custodial Services:</b> Full daily cleaning based on operational schedule with disinfection of high touch points.<br><b>Users:</b> Clean and disinfect shared surfaces and equipment before and after each use. Disinfecting supplies, hand sanitizer, and gloves will be available for students to clean and disinfect the surfaces they use. |
| Libraries                         | Tables, chairs, carts  | Custodial Services<br>Users    | Custodial units sweep and mop floors, and collect non-regulated waste from labs.  |

## Reference: UW Cleaning and Disinfection Protocol for COVID-19

<https://www.ehs.washington.edu/system/files/resources/cleaning-disinfection-protocols-covid-19.pdf>

# Cleaning & Disinfection

---

- Cleaning and disinfection supplies will be readily available in every classroom, instructional space, office space, meeting room and eating space.
  - Request cleaning and disinfection supplies by calling Facilities at 425.352.5466 or [uwbfs@uw.edu](mailto:uwbfs@uw.edu)
- **You should not bring in your own cleaning and disinfection supplies.**
- UW has vetted chemicals that are EPA certified and appropriate for specific-surfaces.
  - Chemicals in the workplace also require specific storage, training, personal protective equipment, and inventory tracking.





# Other Building Services

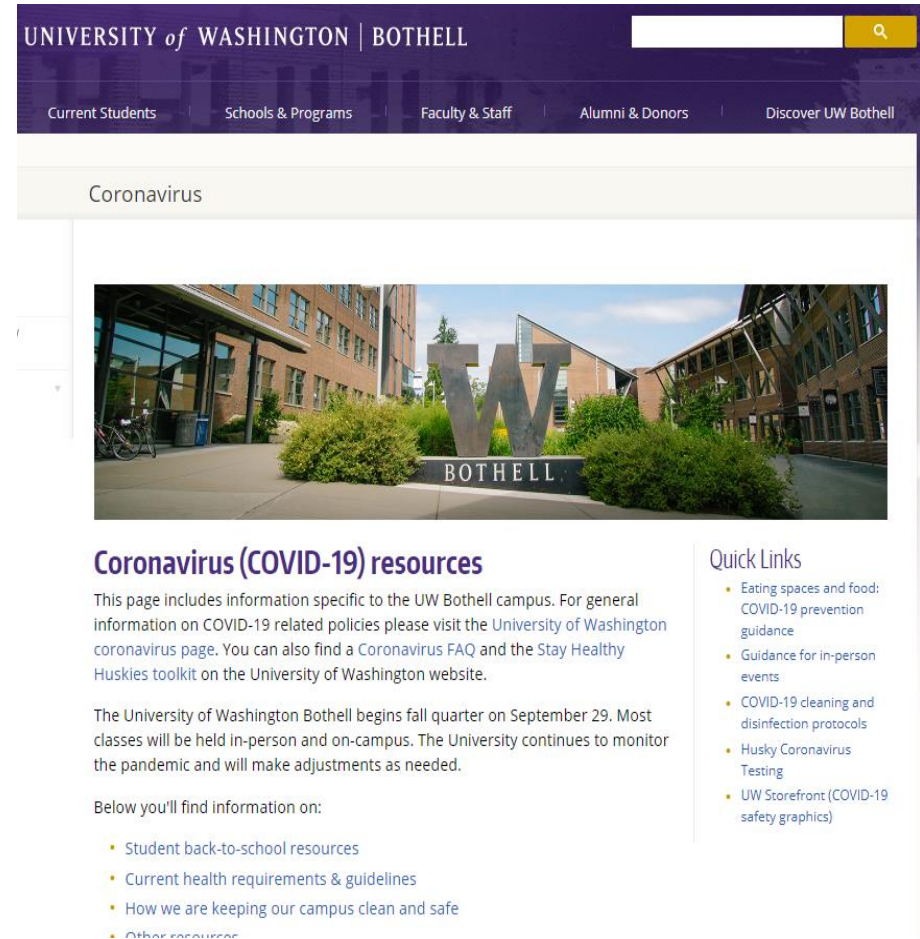
---

- Hand sanitizing dispensers and masks at main entrances of all buildings
- Building readiness guidelines
  - Collaboration between building coordinators, FSCO, and EH&S
  - Guidelines will apply to leased spaces



# Resources

- University Novel Coronavirus & COVID-19
  - [www.washington.edu/coronavirus](http://www.washington.edu/coronavirus)
- EH&S COVID-19 Health & Safety Resources
  - [www.ehs.washington.edu/covid-19-health-and-safety-resources](http://www.ehs.washington.edu/covid-19-health-and-safety-resources)
- UW Building Readiness Guidelines
  - <https://facilities.uw.edu/buildings/covid>
- UWB Coronavirus (COVID-19) Resources
  - [www.uwb.edu/coronavirus](http://www.uwb.edu/coronavirus)
- UWB EH&S
  - [arlong@uw.edu](mailto:arlong@uw.edu) or 425.352.3763
- UWB Facilities
  - [uwbfs@uw.edu](mailto:uwbfs@uw.edu) or 425.352.5466




The screenshot shows the top navigation bar of the University of Washington Bothell website, including a search bar and links for Current Students, Schools & Programs, Faculty & Staff, Alumni & Donors, and Discover UW Bothell. Below the navigation is a breadcrumb trail for 'Coronavirus'. The main content area features a large photograph of the UW Bothell campus with a large 'W' sculpture. To the right of the photo is a 'Quick Links' sidebar with several links. The main text area contains a heading for 'Coronavirus (COVID-19) resources', a paragraph of introductory text, and a list of resources available on the page.

UNIVERSITY of WASHINGTON | BOTHELL

Current Students | Schools & Programs | Faculty & Staff | Alumni & Donors | Discover UW Bothell

Coronavirus



### Coronavirus (COVID-19) resources

This page includes information specific to the UW Bothell campus. For general information on COVID-19 related policies please visit the University of Washington coronavirus page. You can also find a Coronavirus FAQ and the Stay Healthy Huskies toolkit on the University of Washington website.

The University of Washington Bothell begins fall quarter on September 29. Most classes will be held in-person and on-campus. The University continues to monitor the pandemic and will make adjustments as needed.

Below you'll find information on:

- Student back-to-school resources
- Current health requirements & guidelines
- How we are keeping our campus clean and safe
- Other resources

#### Quick Links

- Eating spaces and food: COVID-19 prevention guidance
- Guidance for in-person events
- COVID-19 cleaning and disinfection protocols
- Husky Coronavirus Testing
- UW Storefront (COVID-19 safety graphics)



# Q&A

---

**Thank you!**