

TO: John Maxon, Associate Vice President of Student Affairs  
FROM: Greg Smith, Assistant Vice President of Facilities & Operations  
SUBJECT: Student Housing Maintenance and Repair Protocol during COVID-19  
DATE: October 6, 2020

Currently the UAH Facilities and Operations (F&O) maintenance staff and/or authorized contractor personnel perform repairs and maintenance in student housing facilities in a safe, planned and responsive manner. The purpose of this protocol is to provide guidelines regarding repairs and urgent maintenance in residential halls containing isolated and/or quarantined students related to COVID-19.

As of this date, UAH Bevill Center floors 1 and 2 are the designated isolation and quarantine areas for students. Therefore, Facilities and Operations (F&O) maintenance staff and/or authorized contractor personnel assigned to perform repairs in the Bevill Center 1<sup>st</sup> and 2<sup>nd</sup> floors shall be trained and equipped with the following personal protective equipment (PPE) before entry:

- Protective zip coveralls
- Face shield
- N-95 or half-face air purifying respirator with P100 cartridges
- 2 pairs of nitrile gloves.
- Spray bottle of sanitizer and paper towels to wipe work surfaces before and after repair/inspection
- Bag for disposable waste

The Bevill Center 3<sup>rd</sup> floor is currently operating under normal conditions so standard mask, hand washing and social distance practices apply.

Similar to the E&G building notifications that F&O receives from EHS for coronavirus-related building restrictions and disinfection requirements, Student Affairs Management (including Ronnie Hebert, Elisabeth Johnson and yourself) have agreed to provide email notifications to F&O Management (Tony Davis, Quanteaus Jones, Daniel Boutwell and myself) to inform all parties of any student housing situation, transfer or vacate that requires virus disinfection and/or restricted entry. This will enable F&O Management to inform and protect the maintenance staff and contractors plus schedule work orders safely and efficiently.

Normal repairs and maintenance in the Bevill Center isolation or quarantine floors 1 and 2 should be deferred/postponed until the space is vacant and electrostatically disinfected. The exception would be an emergency or facility condition that threatens human life.