

Cleaning Procedures for Feinberg

Updated May 2020

Aramark is disinfecting all high touch points in rooms used and public spaces daily, using disinfectants approved by the Centers for Disease Control (CDC). Cleaning teams have received additional training, including specific training for COVID-19 on chemical safety, handwashing, high-touch points, full disinfection (and, in designated spaces, what not to disinfect), PPE, and social distancing. Managers are rounding daily to check on employees to ensure proper procedures are followed. Employees track work on each shift to ensure continuity of the full disinfection process.

Additionally, working closely with Northwestern University Risk Management, the Office for Research Safety, and Facilities, Aramark has developed a Pandemic Disinfection Plan for deployment whenever there is a positive COVID-19 case on campus.

Procedures to Complete In Each Space for Full Disinfection

- Doors
 - Wipe the full door top to bottom, both sides and handle, and door frame
- Tables, chairs, and furniture
 - Top, bottom, front, back, legs and arms all sides
- Trash and recycle bins
 - Wipe down inside and out on all sides
- Microwave, fridge, and appliances
 - Wipe top to bottom, both sides and handle, and door frame (fridges)
 - Clean inside the microwave
- Faucets, sinks, toilets, urinals
 - Clean with Virex inside and out, and underneath
 - Note- do not use the same cloth or paper towel used on the toilets and urinals on anything else
- Restrooms Stalls and shower walls and curtains
 - Fully wipe all sides of the stall doors and walls
- Stairwells
 - Railings and all doors (same process as stated above)
- Floors
 - Mop entire floor with Virex
- Corridors and labs
 - We will confirm the procedure with the floors
 - Wipe ALL walls; teams may not finish an entire corridor in one night, so they will need to use a photo, door, or blue tape up to mark where left they off so they know where to start the next day.
 - Wipe drinking fountains, furniture, railings, etc.
 - Use a microfiber mop on your mop stick to clean the walls, and only as high up as we can reach with the mop stick
- Elevators
 - Wipe the whole wall (use a microfiber mop on the mop stick so no one is bending) inside and out, vacuum tracks
- Walls
 - Wipe the whole wall (use a microfiber mop on the mop stick so no one is bending)
 - This includes the baseboards and light switch
- Phone
 - Be very careful not to put too much liquid on your cloth around buttons and receiver
- Vents
 - Dust vents

Items Cleaning Teams Will Not Touch

- Electronics (computers, keyboards, mouse, TVs, etc.)
- Lab equipment
- Lab benches
- Hazardous waste
- Personal items
 - We will not be touching people's photos and items on their desk we will disinfect around them

Aramark is placing a small piece of blue painter's tape on all doors to rooms as an indicator for them to track what spaces are being used by university staff and faculty and giving them a better visual to see what rooms they need to re-disinfect. This is not a restriction on access to spaces, it is solely to serve as visual for the Aramark team.

###