



Laboratory Safety Checklist for COVID-19 Continuity of Operations

UK has implemented the [CDC recommendations for workplaces](#). Please see the [UK Coronavirus](#) webpage for UK specific information.

Laboratory research operations that are ongoing:

- Do not come to work sick
- Do not share personal items like phones and pens
- Maintain social distancing when traveling to work and in the workplace
- Space laboratory workstations as far from one another as possible
- Operate under flexible work hours to stagger the number of people in the lab at any given time
- Avoid performing high-risk procedures alone in the lab.
- When working in the lab with others wear masks (cloth face covering).
- Use normal PPE as dictated by a hazard assessment of your research in accordance with the UK Chemical Hygiene Plan, Biosafety Manual, IBC Protocol, etc.
- Continue to use remote meeting technologies. Avoid congregating and in-person meetings.
- Clean commonly touched surfaces in the lab and equipment. See Attachment (1)
- Wash hands frequently for at least 20 seconds

Laboratories that are resuming work:

- Follow the above recommendations
- Check that fume hoods, biosafety cabinets, and other ventilation controls are operating normally and not in alarm
- Check that chemicals are properly stored and in good condition
- Refer to manufacturer instructions when powering on equipment
- Report any noted difference in lab ventilation operation to PPD or EHS
- Check electrical panels, safety shower, eye washes, and fire extinguishers are unobstructed
- Check that compressed gas cylinders are restrained
- Process empty compressed gas cylinders for return to vendor
- Process empty or inactive hazardous waste containers for pickup

If you have any safety or health questions, contact UK Environmental Health and Safety at 257-3845.



Covid-19 FAQs FOR CONTINUING AT WORK

1. How do I protect myself while using public transportation?

While taking public transportation is discouraged, it is often the only means of transportation for those in essential jobs (healthcare, public transportation, sanitation services, etc.) to get to work. Trains, busses and subways have significantly increased their disinfection practices, and have implemented procedures to ensure drivers and other public transportation workers are healthy when they report to work. Drivers may be wearing gloves and using hand sanitizer.

If you are unaware of your city's public transportation changes due to coronavirus, check the internet. For example, many cities now have a policy to enter a bus via the rear door, in order to reduce contact with the driver. In some places, fares have been suspended to minimize driver contact. Other places expect you to show your travel card to the driver as you enter the rear door. Some busses expect you to sit at least 3 rows behind the driver.

Do not take public transportation unless it is absolutely necessary. If you must use public transportation:

- Don't ride if you are sick! Stay home.
- Consider other methods of travel, such as walking or biking, if possible.
- Telecommute, if possible, or consider alternate work hours.
- Ride public transportation during off-periods to avoid the rush and crowds, since schedules have been reduced in many places.
- Practice social distancing and maintain as much space as possible from other riders.
- Wash your hands (preferred) or use hand sanitizer after travel. Keep your hands away from your face.
- Practice sneeze and cough hygiene (use a tissue and discard, or cough/sneeze into your sleeve).

2. How can I sanitize my work area or cubicle?

It is best to clean before disinfecting the work surfaces that are of concern: your desk, keyboard, computer mouse, work phone and any other objects or surfaces that you or your coworkers touch a lot. Cleaning with soap and water or a cleaning wipe will remove dirt that can inhibit the activity of the disinfectant.

After cleaning, use an EPA approved disinfectant – EPA List N covers all disinfectants that have been approved for coronavirus. However, any broad-spectrum disinfectant should be effective against coronavirus, since it is an "enveloped" virus and is not that difficult to kill. Disinfectant wipes are a good idea so as not to apply too much liquid to keyboards and phones. Follow the label instructions for the length of time the application should remain wet.

Don't forget to disinfect your cellphone. From Apple Support: *Using a 70 percent isopropyl alcohol wipe or Clorox Disinfecting Wipes, you may gently wipe the exterior surfaces of your iPhone. Don't use bleach. Avoid getting moisture in any openings, and don't submerge your iPhone in any cleaning agents.*

After cleaning and disinfecting your work area, and often during the day (before/after eating, before/after using the restroom, leaving for home, after sneezing, etc.) remember to wash hands for 20 seconds with soap and water. Hand sanitizer should be considered a backup if soap and water are not available.

Don't forget cleaning and disinfecting common areas like the shared lunchroom: microwave and handle, refrigerator and handle, sink, silverware (bringing your own is a good idea or use disposable), tables, etc.

References:

1. NY Times Article: **No Bus Service. Crowded Trains. Transit Systems Struggle With the Virus.** :<https://www.nytimes.com/2020/03/17/us/coronavirus-buses-trains-detroit-boston.html>
2. VOX article, **Should you take public transit during a pandemic?** :<https://www.vox.com/the-goods/2020/3/13/21177324/public-transit-pandemic-coronavirus>
3. CNN Article: **How to keep your workplace clean -- and yourself healthy -- during the novel coronavirus outbreak:** <https://www.cnn.com/2020/03/11/health/how-to-clean-work-desk-coronavirus-wellness-trnd/index.html>
4. Apple support: Cleaning your iPhone: <https://support.apple.com/en-us/HT207123>
5. EPA List N: **Disinfectants for Use Against SARS-CoV-2**, <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>