

Level One

Maintain normal operations
Begin to notify staff of the situation

Level Two

Reduce cleaning in the following areas: Office & Research Labs.
Deploy resources to increase the frequency of **high touch points** across campus such as but not limited to:

- **Elevators, door handles, push bars & plates, food courts, kitchenettes (tables, backs of chairs, counters, and outside of appliances) handrails in stairwells, restroom fixtures & dispensers, switch plates, vending machines.**

Deploy additional mounted hand sanitizers in public areas.

Encourage students, faculty & staff to wash hands with soap and water for 15-20 seconds or use alcohol based hand sanitizer as part of their office supplies.

Level Three

Maintain Level Two.

Deploy disinfectant wipes for cleaning spaces where known case(s)/individual(s) affected with an infectious disease during an outbreak may have been on campus.

Get extra support from cleaning Contractor as needed and/or increase high touch point cleaning in public areas to a minimum of three (3) times daily during normal working hours (train contractor personnel/staff on UToledo protocols).

Consider halting the cleaning of office areas dependent on situation).

Level Four

Maintain Level Three

Stop cleaning labs and classrooms and redeploy staff to high touch points on campus.

Request and train additional contractor personnel and/or staff and deploy disposable disinfectant wipes.

Increase frequency of disinfection of critical touch points to as many times as possible:

- Daily cleaning of restrooms, meeting and conference rooms and **all common areas:**
Including but not limited to: Elevators, door handles and push bars & plates, food courts,