

General Face Mask and Equipment Cleaning Guidelines for Laboratories and Shops during COVID-19

General Face Mask Guidelines for Laboratories and Shops

- Cloth face masks and disposable masks provide a barrier to help prevent respiratory droplets from traveling into the air and onto other people.
- Cloth face masks and disposable masks **do not** provide respiratory protection from chemical vapors, toxins or biological aerosol exposure and are not a substitute for a respirator.
 - Respiratory protection specific for non-COVID related workplace contaminants where respirators are required will be provided as needed.
- Cloth or disposable face masks supplement, but do not replace, social distancing precautions. Maintain 6 feet distance (at least two arm lengths) from others in the laboratory or shop whenever possible.
 - To help maintain physical distancing within laboratories and shops, departments should designate the areas for students and employees to work that maintain minimum spacing requirements. The number of students or employees able to work in a laboratory or shop at one time may be limited.
 - Work requiring close contact of two or more individuals in the laboratory or shop should be limited as much as possible. When physical distancing is not maintained, a record must be kept of who was in the laboratory or shop during that time.
- Wash hands regularly and avoid touching your eyes, nose, and mouth when donning or doffing your cloth face mask or respiratory protection.
- Always have a clean backup face mask in the event your face mask becomes damaged, soiled, or wet.
- Cloth face masks should be changed after working in the laboratory or shop and laundered before re-use. Place used face masks in a sealable plastic bag until they can be laundered.
- Some laboratory work may require the use of disposable face masks in place of cloth face masks, based on risk analysis. This includes, but is not limited to:
 - Work with radioactive materials, biosafety level 2 microorganisms, chemical or biological toxins, or highly reactive materials.
- Use extreme caution when working with open flames. Some face masks may pose a flash fire hazard. Flame-resistant face masks must be worn when working with pyrophoric chemicals.
- Face masks may cause required eye protection to fog up. Do not remove either the face covering or the eye protection to complete the task. Anti-fogging spray should be applied to eye protection to prevent fogging as needed.

Reusable cloth face masks

- Personal cloth face masks must fit snugly but comfortably against the side of the face and allow for breathing without restriction. They should not have an exhalation valve.
- Use cloth face masks until they become damaged, soiled or wet.
- Store cloth face masks in a plastic bag until it can be laundered.
- All re-usable cloth face masks worn while working with a hazardous material must be laundered by the user before re-use.

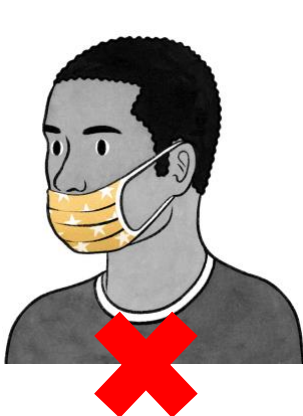
Disposable face coverings (single use)

- Must fit snugly but comfortably against the side of the face and allow for breathing without restriction.
- Use disposable face mask until damaged, soiled or wet.

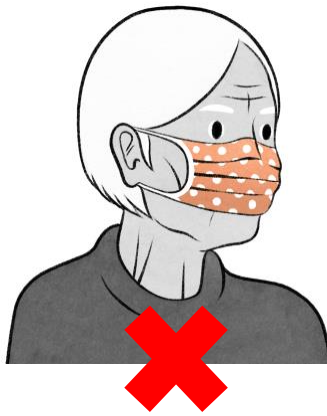
- Discard in normal trash or if contaminated with a chemical or biological, in the hazardous material waste.
- Re-use of surgical masks for specific work protocols may be permitted under certain circumstances. Contact Risk Management and Safety for additional information about re-use of disposable face coverings.

Donning and Doffing Face Masks

- Always don face masks with clean hands. Do not touch or adjust mask without washing hands first.
 - Face masks should cover both your nose and mouth.
- Doffing masks after laboratory work – Disposable masks
 - With clean hands, doff mask by the ear loops, straps, or equivalent from behind the head making sure not to touch eyes, nose or mouth and discard mask in the trash. Don personal face covering.
- Doffing masks after laboratory work – Personal cloth covering
 - With clean hands remove mask, making sure not to touch your eyes, nose, mouth. Place in sealable plastic bag for storage until it can be laundered.
 - Don new personal cloth face mask.
 - Launder reusable cloth face mask at home daily after use in the laboratory.



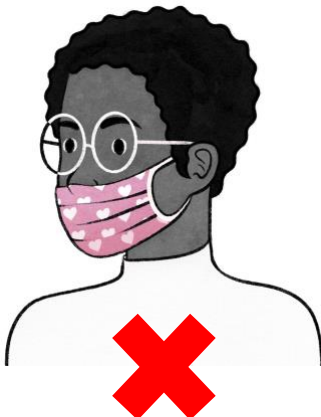
DON'T: Wear the mask below your nose.



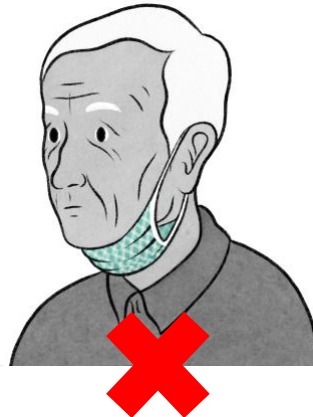
DON'T: Leave your chin exposed.



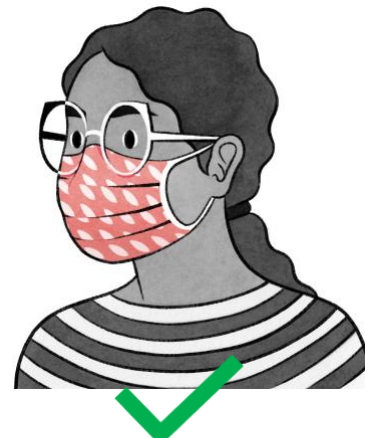
DON'T: Wear the mask loosely with gaps on the sides.



DON'T: Wear the mask so it covers just the tip of your nose.



DON'T: Push the mask under your chin to rest on your neck.



DO: Wear the mask so it comes all the way up, close to the bridge of your nose, and all the way down under your chin.

General Guidelines for Cleaning Shared Work Surfaces and Equipment

- Sanitizing wipes provided by BYU are for cleaning chairs and immediate work surfaces, not for cleaning laboratory or shop equipment.
- Cleaner will be provided for sanitization of shared equipment.
 - Supervisors are responsible for ensuring compatible cleaners are available for equipment and for providing directions on how to properly clean equipment .
 - Each student or employee is responsible for cleaning shared equipment after each use.
- Field work equipment will be sanitized before storage in the laboratory or shop areas.
- Interior surfaces of department vehicles must be cleaned after each use.
- Personal protective equipment can only be shared if it has been sanitized after each use.
 - Hard to clean items such as leather gloves, heat and cryogenic gloves, lab coats, etc. should be used with caution.
 - Launder lab coats frequently, do not share with others.
 - Wear disposable gloves as a base layer under shared gloves.