How we work on campus looks much different than it did before the shutdown. Some of your co-workers will return sooner, others will continue to work remotely. Those who return will have to comply with new safety guidelines and limitations. It will take time for us all to adjust to this new normal. In order to keep everyone safe, below please see list of tips to follow for people returning to their labs and campus offices.

- Complete the daily health screening (see College website) within 12 hours of your arrival.

- Obtain COVID-19 supplies from EHS in 0229N (Mondays and Tuesdays 9 am-3 pm) ext. 6900. Includes:
  - Face coverings, reusable
  - 3 ply masks, disposable
  - Gloves, disposable nitrile
  - Hand sanitizer
  - Spray bottles of disinfectant
  - Guidance documents
  - N95, Flame-resistant mask, goggles, face shield, coveralls (limited for specific situations)

- Sanitize your work area at the beginning and end of your shift and between shared equipment/object use. Follow contact time: Enviro Care - 10 minutes; 70% alcohol – 5 minutes before wiping or air dry.

- Observe posted universal safety signs. Post additional signs within your work area:
  - Promote social distancing & unidirectional foot traffic
  - Limit occupancy to 1 person in small spaces like kitchenettes, break, or storage rooms
  - Relocate, move or mark off furniture
  - Remind occupants to wash hands, wear face covering, and practice social distancing
  - Guidance on how to wear a face covering
  - Ask EHS for additional signs as needed

- Open doors and a window (at least 1 each) to boost ventilation. Window ACs in “fresh air” mode as much as practicable, considering safety. Indoor temperatures will less comfortable than typical.

- Flush sinks and water bottle filling stations before using for drinking water.

- Report non-functioning utilities or appliances & other facilities issues like pests and leaks, etc. to x5885.

- Kindly assist with conserving resources and use designated (or otherwise indicated) 1st restrooms.

- Place securely tied bags of trash in the corridor before leaving.

- Anticipate deliveries or contractor access and schedule with appropriate campus offices.

- Report unsafe behavior to Public Safety x5511 and unsafe conditions to ehs@brooklyn.cuny.edu.
LABS

- Address safety findings in the EHS reentry report. Ensure at least one researcher for each shift is a C-14 holder in all FDNY-permitted laboratories.
- Conduct inspection: flush sinks & eye wash, confirm fume hood/biosafety cabinet works, look for broken chemical containers, check for leaks or odors, etc.
- Assess chemicals that may have become unstable during the shutdown. Submit a hazardous waste pick-up form for expired, outdated, peroxide-forming, self-reactive, or other reagents with a limited lifespan.
- Request EHS pick-up of old chemical waste or containers that appear to be compromised in any way.
- Ensure hazardous waste is contained, labeled, and segregated in Satellite Accumulation Areas (SAAs).
- Restart equipment and monitor performance. Review manuals and SOPs for safe startup of all devices.
- Anticipate and order sufficient PPE for near-term research needs. Notify EHS if you require special COVID-19 face coverings such as face shield or flame-resistant mask.

CONSTRUCTION & MAINTENANCE NOTIFICATIONS

Returning Members of the Brooklyn College Community,

Welcome back to campus! Brooklyn College has been engaging in essential construction work throughout the pandemic and has restarted several other projects. This work will proceed according to guidelines laid out by the State and the University in order to protect the health and safety of workers and the college community. These projects rely on external funding sources and are not paid for out of the College’s operating budget.

You may notice significant scaffolding and rooftop activity as many of these projects involve façade and roof repairs. Many are also being completed by MBWE contracting companies:

1. Ingersoll Ext. Roof Replacement: This work includes the complete replacement of a 30-year old, leaking flat roof.
2. Roosevelt Hall façade Local Law 11: This work includes an inspection and repair of the brick façade, in compliance with NYC Building Code.
3. Library Tower and Cupola Renovation: The historic Library Tower and Cupola anchor the campus. This work will restore the structural integrity of the aging tower and guild the cupola. All designs were based off the original drawings.
4. Boylan, Ingersoll, Roosevelt Cornice Repairs: This work is necessary to inspect and repair cracks in the buildings’ façade stone ornaments.
5. Roosevelt Hall Flat Roofs Replacement – This work includes the complete replacement of a 30-year old slate roof, chimneys, the center tower, and a leaking flat roof.

Please be aware that while on campus you may observe a lot of bustle surrounding the ongoing construction work – please observe safety signs and do not enter construction sites. Contractors are required to follow all COVID-19 protocols when on campus as well as applicable construction safety regulations. While all efforts are made to minimize impacts to occupants, you may experience warmer than usual temperatures, distracting noises, or minor odors. If you are concerned, please contact Facilities Operations or Environmental Health and Safety.

This construction will make our campus safer and more beautiful. We are excited about the campus our remote community will return to.

Sincerely,
Alan Gilbert