

Subject: Handwashing Notice

Date: Thursday, June 25, 2020 at 10:19:10 AM Eastern Daylight Time

From: Human Resources

Dear Colleagues,

Basic infection prevention measures are posted on our campus coronavirus information page and in our Workplace Health and Safety Plan. Employees are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the toilet. All visitors to campus should also be encouraged to wash their hands prior to or immediately upon entering a campus facility. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.

Clayton State University will endeavor to provide alcohol-based hand sanitizers throughout the workplace and in common areas. Please contact Human Resources with any questions or concerns regarding this requirement.

Sincerely,

Human Resources