COVID-19 Kitchens, Fixtures and Bathrooms Guidance

This document provides guidance and interim measures for kitchens, fixtures, and bathrooms during the COVID-19 pandemic to help reduce risk of transmission. Please follow and promote the measures below. As always; use face coverings, wash hands with soap and water for at least 20 seconds, practice physical distancing of 6 feet, and routinely clean and disinfect your work areas and common spaces.

Kitchen
• Signs indicate the maximum allowable occupancy. Most office area kitchens are single use. Larger kitchens may allow for more than one person if 6 foot physical distancing can be maintained
• Employees should bring a cold lunch in an insulated lunch bag with an ice pack to to limit appliance use
• To promote physical distancing, remove or identify tables and chairs that should not be used
• Employees should eat at their own work stations if possible, or in spaces designated in the building for eating and drinking
• Disinfect surfaces and appliances before and after use

Fixtures and Appliances
• The fixtures/appliances pictured below are offline and should not be used:
  - Water fountains with spouts that require close contact
  - Water fountain/bottle filler combination units. Only the water spout is disabled. If the unit in your area is fully operational, contact Facilities Management
  - Coffee makers with manual fill reservoirs (not connected to a water line)
The fixtures/appliances pictured below are available for use.
- Bottle-filler with tabs, both the water line and jug type
- Bottle filler sensor
- Coffee maker with automatic water supply (connected to water line)

Disinfect the high touch surfaces before and after use
Also, disinfect high touch surfaces of microwaves and toasters

Bathrooms
The following are guidelines on use of multi-occupant bathrooms at Boston University in a COVID-19 environment:

- Minimize time in all shared bathrooms
  - If there are multiple communal bathrooms available on a floor, bathrooms should be assigned by zone or other criteria, and users should only use their assigned bathroom, to limit cross contamination and assist with traffic control.
- Signs indicate the maximum allowable occupancy. Many bathrooms are indicated for single use. Larger bathrooms may allow for more than one person if a 6 foot physical distance can be maintained
- For sinks and open showers, 6 feet of separation must be maintained when in use
- If toilets and showers are separated by physical barriers, all can be used
  - Use of every other stall, urinal, shower and sink is highly recommended
- Queuing markers for bathroom use may be used outside the restroom to maintain physical distancing of 6 feet
- Use paper towels in bathrooms
- Recommend use of wearing face coverings in bathrooms, whenever possible
- Encourage teeth brushing in dorm rooms, if possible
- Prohibit the storage of personal items in shared bathrooms

Questions
Contact Environmental Health & Safety with any questions at oehs@bu.edu or by calling the Charles River office: 617-353-4094, Medical Campus office: 617-358-7840