

## MGA Cleaning and Disinfection Schedule for Fall 2020

Cleaning and Disinfection Areas and Frequencies	Daily		Weekly
	a.m.	p.m.	
<b>Restrooms/Locker Rooms/Office suite shared restrooms</b>			
Toilets/urinals	Facilities*	Facilities	
Sinks/faucets	Facilities*	Facilities	
Countertops	Facilities*	Facilities	
Dispensers (paper towel, toilet paper, soap)	Facilities*	Facilities	
Light switches	Facilities*	Facilities	
Hand rails	Facilities*	Facilities	
Door handles (including stall door latches)	Facilities*	Facilities	
Trash cans (exterior and liner)	Facilities*	Facilities	
Mirrors	Facilities*	Facilities	
Floors	Facilities*	Facilities	
Locker handles	Facilities*	Facilities	
<b>Corridors/Stairwells/Lobbies</b>			
Hand rails	Facilities*	Facilities	
Water fountains	Facilities*	Facilities	
Door handles	Facilities*	Facilities	
Furniture arms/backs (high touch areas)	Facilities*	Facilities	
Computer station keyboard and mouse	Facilities*	Facilities	
Computer station surface	Facilities*	Facilities	
Trash cans (exterior and liner)	Facilities*	Facilities	
Floors			Facilities
Vending machines (high touch areas)	Facilities*	Facilities	
<b>Boardrooms/Conference Rooms</b>			
Table tops	Volunteers*	Facilities	
Furniture arms/backs (high touch areas)	Volunteers*	Facilities	
Door handles	Volunteers*	Facilities	
Computer/AV components	Volunteers*	Facilities	
Trash cans (exterior and liner)	Volunteers*	Facilities	
Floors			Facilities
<b>Elevators</b>			
Exterior and interior buttons	Facilities*	Facilities	
Hand rails	Facilities*	Facilities	
Vertical surfaces (sides and doors of elevator)	Facilities*	Facilities	
Floors			Facilities
<b>Classrooms/Computer Labs/Study Rooms</b>			
Table/desk tops	Volunteers*	Facilities	
Chairs (high touch surfaces)	Volunteers*	Facilities	
Door handles (including storage cabinets in labs)	Volunteers*	Facilities	
Light switches	Volunteers*	Facilities	
Computers (high touch - keyboard/mouse)	Volunteers*	Facilities	
Floors			Facilities
Trash cans (exterior and liner)	Volunteers*	Facilities	
<b>Auditoriums/Theater</b>			
Table/desk tops	Volunteers*	Facilities	
Chairs (high touch surfaces)	Volunteers*	Facilities	
Door handles	Facilities*	Facilities	
Light switches	Facilities*	Facilities	
Floors			Facilities

Trash cans (exterior and liner)		Facilities	
<b>Cafeteria/Dining areas</b>			
Table tops	Aladdin	Aladdin	
Chairs (high touch surfaces)	Aladdin	Aladdin	
Door handles	Aladdin	Aladdin	
Light Switches	Aladdin	Aladdin	
Trash cans (exterior and liner)	Aladdin	Aladdin	
Floors	Aladdin	Aladdin	
<b>Offices (including shared workrooms, breakrooms and suite waiting area)</b>			
Desk tops	Volunteer*	Volunteer	
Chairs (high touch surfaces)	Volunteer*	Volunteer	
Door handles	Volunteer*	Volunteer	
Light switches	Volunteer*	Volunteer	
Trash cans (exterior and liner), if placed in hallway outside office		Facilities	
Floors	Volunteer*	Volunteer	
<b>Building Exterior</b>			
Exterior door handles	Facilities*	Facilities	
Trash cans (exterior and liner)	Facilities*	Facilities	
Exterior seating		Facilities	
<b>Gymnasium Area</b>			
Bleachers		Facilities	
Door handles	Facilities*	Facilities	
Light switches	Facilities*	Facilities	
Trash cans (exterior and liner)		Facilities	
Floors (playing surface)		Volunteers	
<b>Game Rooms/Weight Rooms</b>			
Gaming equipment	Student Activities Staff	Student Activities Staff	
Weight and related equipment	Wellness Staff	Wellness Staff	
Table tops	Volunteers*	Facilities	
Chairs (high touch surfaces)	Volunteers*	Facilities	
Door handles	Facilities*	Facilities	
Light switches	Facilities*	Facilities	
Trash cans (exterior and liner)	Volunteers*	Facilities	
Floors			Facilities

\*Additional cleaning and disinfection in response to COVID-19

Cleaning & disinfection will take place daily as noted on the chart unless the spaces are unused.

6/8/2020