

Maintaining cleanliness and disinfection of premises

1. At the entrances to buildings and on each floor, there are devices with a hand disinfectant.
2. Touch surfaces should be disinfected regularly with a disinfectant.
3. In visible places, facility managers provide information about the need to strictly observe certain rules regarding hand hygiene, hygiene when coughing and sneezing, avoiding touching the mouth, nose and eyes with hands, and absolute avoidance of close contact with sick people, in particular with respiratory symptoms. Information and posters should be downloaded from the website: <https://www.gov.pl/web/koronawirus/do-pobrania..>
4. In visible places, facility managers place telephone numbers to the sanitary and epidemiological station and medical services.
5. It is recommended to post instructions on proper hand washing in hygienic and sanitary rooms, and instructions on proper hand disinfection at the disinfectant dispensers.
6. Heads of departmental units designate employees who are responsible for orders of disinfectants, personal protective equipment and disinfection of laboratories, classrooms and seminar rooms located in their units.
7. The obligation to disinfect touch surfaces, such as worktops, door handles and handles used by employees and students, extends to all employees of the unit, including academic teachers and technical staff.
8. Disinfection agents are secured by a given organizational unit by submitting a demand in the Egeria system, taking into account the specificity of the unit.
9. The rooms should be regularly aired, unless there is a mechanical ventilation system in the room, ensuring the multiplicity of air exchange, then opening the windows is excluded.
10. Facility managers monitor the process of cleaning and disinfecting the premises.
11. The cleaning and disinfection process is as follows:
 - 1) sanitary facilities (according to established schedules);
 - 2) corridors and communication routes (according to established schedules);
 - 3) rooms and workstations (once a day);
 - 4) seminar and lecture rooms, lecture halls (after each class).