

McEvoy Foundation for the Arts Health & Safety Plan

Business name: McEvoy Foundation for the Arts

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You may contact the following person with any questions or comments about this protocol:

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Worksite Safety Plan Monitor contact information:

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Permanent URL for this plan: www.mcevoyarts.org/health-and-safety-plan

Overview

This document details the efforts made by McEvoy Foundation for the Arts to reduce exposure to COVID-19, maintain health and safety of employees and visitors, and outline a course of action for staying up to date with public health directives and orders from the City & County of San Francisco Department of Public Health (SFDPH) as well as from the State of California Department of Public Health (CDPH) and the Centers for Disease Control and Prevention (CDC).

The McEvoy Arts Health & Safety Plan (HSP) is developed in accordance with San Francisco Department of Public Health Order No. [C19-07j](#) (revised 9/30/2020) and Health Officer Directive [2020-32](#) (Indoor Museums, Zoos, Aquariums issued 9/18/2020); it also incorporates guidance from Health Officer Directives [2020-17](#) (In Store Retail issued 6/13/2020) and [2020-18](#) (Offices, issued 6/13/2020) as applies

to McEvoy Arts' specific operations. When local, state, and federal guidance differs, McEvoy Arts will follow the most restrictive guidelines.

McEvoy Arts has met or exceeded the requirements outlined for indoor museums and art galleries in Directive 2020-32 in the following ways:

Guest Experience

- Limit occupancy in the entire facility as well as discreet rooms within to ensure that well over 6 ft. of physical distance per person is maintained, given that McEvoy Arts does not have a formal occupancy due to its zoning. This works out to no more than 20 visitors and 3 staff members in the facility at any one time—well under 25% of full capacity pre-COVID-19 (approximately 120).
- Require face coverings over nose and mouth by staff, visitors, and vendors at all times.
- Review, post, and implement SFDPH's Social Distancing Protocol.
- Post thorough signage on-site to communicate social distancing requirements, the requirement of face coverings, the importance of good hand hygiene, stay home if experiencing symptoms, the risk of transmission in an enclosed space. Path of travel markers aid in the circulation of patrons through the space.
- Manage occupancy through required advance/walk-up reservations to time entry, and limiting reservations to 4 people from the same household maximum.
- Prohibit gatherings of any kind (guided tours, classes, in-person events).
- Prohibit the consumption of food/drink of any kind in the gallery spaces.
- Clean and disinfect high-touch surfaces multiple times daily as instructed by CDC guidance.
- Modify the restrooms to be single occupancy and increase the frequency of cleaning.
- Encourage cashless and touchless transactions for any retail.
- Modify the front desk/reception area to be encased in an impermeable plexiglass barrier.

Building & Infrastructure

- Operate the HVAC system continually, increase the frequency of its maintenance and filter replacements, and modify the system to increase how frequently air is replaced in the space.
- Install portable HEPA filters in the smaller rooms, including the screening room and office.

Personnel Safety

- Stagger staff schedules so that only the maximum number of employees are on-site is 3 people at any one time to safely operate the gallery.
- Screen on-site staff before they come into the facility every day using the SFDPH Personnel Screening Form ([Attachment A-1 to SFDPH Stay-Safer-At-Home Order C19-07j](#)).
- Train staff on how to properly use PPE.
- Supply hand sanitizer, disinfectant, as well as PPE (masks) for staff as needed and required.
- Designate a Worksite Safety Monitor who regularly performs Hazard Assessments to ensure the facility, staff, and any visitors are met with a responsive and up to date Health & Safety Plan.

Specific policies for Staff, Visitors, and Vendors are included as appendices to this HSP and are conspicuously posted in the facility and on webpages/digital reservations as applicable. Each policy sheet synthesizes the information detailed in the HSP to most clearly and directly communicate to its intended audience.

Additional and more detailed information on the above efforts are outlined in the sections below, named according to SFDPH's template health and safety plan included in Directive 2020-32.

This Health and Safety Plan is updated frequently and according to guidance from the City and County of San Francisco. All employees are alerted of any updates/changes as soon as they are published.

An onsite Health and Safety staff lead has been designated. He/she is responsible for monitoring and supervising staff on all health and safety protocols, maintaining and distributing health and safety guidelines and promptly informing staff and visitors of updates, and ensuring all guidelines and protocols are executed in a timely manner. Currently that staff leader is Event and Operations Manager Alex Spoto.

Evaluating and Documenting Maximum Capacity

SF DPH Health Directive 2020-32 (indoor museums and art galleries) states in Section 1.7 that capacity must remain below (1) 25% of the normal occupancy or (2) the number of people who can maintain at least six feet of physical distance from each other at all times.

McEvoy Arts is located in a retrofitted warehouse space that is roughly 7300 sq ft. Every room but the Screening Room and Restroom has 30+ ft ceilings (slanted ceiling). The number of people who can maintain six feet of physical distance from each other determines maximum capacity under COVID-19 restrictions. We have considered square footage in each individual room, factoring in any significant footprint of furniture and artworks.

Using the U.S. Fire Administration's conservative figure for 6 ft. of physical distance in all directions of 113 sq ft. per person, we calculate a maximum capacity of 65 people to maintain social distancing protocols. Our planned capacity, however, is reduced to 23 people total onsite, amply meeting social distancing standards.

Facility Square Footage: 7300 sq ft. (219,000 cubic feet)

Maximum Capacity: (113 sq ft. / person) 65

Typical Capacity: see above

Planned Capacity: 23 (12 advance timed-registrations, 3 staff, 8 walkups/visitors)

There are four gallery spaces open to the public and we have considered square footage in each individual room (factoring in any significant footprint of artworks/installations) against the [U.S. Fire Administration's conservative figure for 6ft of physical distance in all directions](#) (113 sq ft. per person) to determine the following occupancies for each room:

Main Gallery: 2124 sq ft (1000 sq ft with *Lessons of the Hour*) - max: 9, planned: 7

Small Gallery: 703 sq ft - max: 6, planned: 4

Long Gallery: 1015 sq ft - max: 9, planned: 6

Screening Room: 399 sq ft - max: 3/4, planned: 2

Office: 532 sq ft - max: 5, planned: 2

Reception Area: 342 sq ft - max 3, planned 3 (1 receptionist + 2 visitors)

An advance timed reservation system (Eventbrite) allows for up to 12 visitors (or vendors) to enter each hour. Walk-up reservations add 8 more guests with up to a maximum of 20 visitors in the galleries at any one time. Staff is limited to 3 people total (1 at reception and 2 in back office) so that the maximum occupancy of the facility is 23 people.

Average occupancy before COVID was at most 25 people a day, with peaks of 130 guests for special events. No events or any congregation of visitors will be permitted during the pandemic, according to social distancing requirements.

Signage Requirements

of public entrances: 1

of queuing areas: 1 (outdoor, covered)

of bathrooms: 1

of elevators: 0

Signage is posted in both public and personnel-only areas of the facility to clearly communicate inherent risk of transmission and to stay home if sick, wear a face covering at all times, practice at least 6 ft of social distancing, and sanitize or wash hands frequently. We post signage from [SFDPH's outreach toolkit](#) to align with local messaging and vocabulary. A filled out copy of SFDPH's 2 page Social Distancing Protocol (SDP) checklist is posted at Reception and in the staff office.

Ensuring personnel and patrons wear face coverings at all times, unless specifically exempted

All personnel and patrons are required to properly wear a face covering at all times, even when alone in the space. Employees are instructed to wear masks over the mouth and nose as instructed in the [CDC's guidance on how to correctly wear masks](#) and to review and implement [SFDPH's Face Covering Order](#). All personnel, and visitors, are provided masks for personal use, and if they arrive without a mask, unless specifically exempted.

All visitors are required to wear a mask and are notified to do so by signage at the front door and throughout the facility, on the website, in social media, upon registration and in a registration confirmation email, as well as verbally by the receptionist upon arrival.

All vendors are notified of key health and safety protocols, including wearing a face covering at all times, before arriving on-site. If a vendor arrives without a mask, that vendor is given a disposable mask and required to wear it, unless specifically exempted.

If any personnel, visitors, or vendors refuse to wear a face covering after being offered a disposable one and have no specific exemption under SFDPH's Face Covering Order, that person will be asked to leave the premises.

Ticketing booths and payment systems

McEvoy Arts has moved from open admissions to timed reservations, either made online in advance or made in-person onsite. Visitors are checked in one household of up to four guests at a time at reception. The desk is encased in a safety plexiglass shield with a small window to allow for touchless transactions. Signage directs visitors to queue outside the facility at 6 ft. intervals until the reception area is clear and available to register their visit.

Reservations are free. Book sales are conducted using a touch-free credit card reader. All equipment (card reader/iPad) is disinfected at each use.

Personnel safety precautions

Employees are required to practice a set of protocols ([Appendix A: Staff Protocols](#)) when working on-site to reduce workplace exposure to covid-19 and to maintain health and safety of fellow employees and visitors. Employee protocols concentrate the information in the full Health and Safety Plan. These protocols include:

1. Keeping informed and up to date on COVID-19
2. Performing a daily health screening & staying home if sick
3. Wearing a face covering
4. Practicing social distancing
5. Reducing workplace exposure
6. Practicing healthy personal hygiene
7. Cleaning & disinfecting surfaces frequently

HVAC systems

The facility is leased from Minnesota Street Project, which has undertaken significant HVAC upgrades to address the pandemic. McEvoy Arts' space is serviced by three "split system" HVAC units. The HVAC system is running 24/7. Regular preventative maintenance and filter changes ensure that the system is fully functional and operating at its maximum capacity. Two portable high-capacity air purifiers with HEPA filters run full-time in the office and Screening Room. The airflow in the restroom has been modified with additional fans and more ductwork to completely replace the air twice as fast as before--the restroom is 210 sq ft. with a 10 ft. ceiling, and the ventilation achieves 525 cu ft. per minute, meaning the air is replaced in the restroom every 4 minutes.

Food and beverage concessions

Visitors are not permitted to consume food or beverage on site. Staff are encouraged to eat outside or in a private room, to respect social distancing guidelines, and to remove masks only for as long as it takes to consume the necessary food or beverage.

Retail

A small bookstore operated at the front desk. Cashless and contactless exchange is preferred, although cash transactions are possible. Staff cleans surfaces and uses hand sanitizer between transactions and when handling inventory. Visitors may handle inventory if they sanitize hands prior. McEvoy Arts retail policies follow guidance from SFDPH's Health Officer Directives [2020-17](#) (In Store Retail issued 6/13/2020)

Social Distancing in elevators, escalators, and stairways

There are no elevators, escalators, or stairways as the facility is on the ground level.

Monitoring and limiting patrons to ensure physical distancing between members of different households

The receptionist, with support from other staff, is responsible for ensuring physical distancing between members of different households. Social distance requirements are communicated to visitors verbally and by signage at arrival. Each space is visible by direct sight and by security cameras. Those not respecting social distancing are politely asked to maintain distance or leave the facility.

Paths of travel and wayfinding

Paths of travel are marked on the floor with arrows.

Plans for preventing patrons from gathering in a space

Patrons are notified upon entry and at all points during the reservation process to maintain 6ft of social distance and to avoid gathering. All events, tours, class visits, and other group gatherings are suspended. There are no natural gathering places in the gallery. Any egregious congregating in the galleries will be dispersed by staff.

Sanitation for restrooms

There is one public restroom that has been converted from general use to single occupancy. A staff person is designated to check restrooms multiple times daily for supplies of soap, disposable towels, hand sanitizer, and sanitizing wipes. That person is responsible for disinfecting all surfaces (see Appendix D: Cleaning & Disinfecting Measures & Surfaces Checklist) at least twice per day. Restrooms are professionally cleaned and sanitized three times a week (Tuesdays, Thursdays, and Saturdays) by Dome Cleaning, Inc.

Tours and audio self-tour equipment

Tours in all forms are suspended.

Sanitation for high touch surfaces and areas

McEvoy Arts follows [CDC guidelines for disinfecting](#), and staff members are trained to disinfect communal surfaces and equipment between each use. Employees are responsible for disinfecting their own workspaces and for maintaining a clean, hygienic personal space. Additionally, designated staff work perform a cleaning and disinfecting protocol multiple times each day the space is in use. This designated staff person is the “Lead Manager” who may designate certain elements of the cleaning regiment to the Receptionist or Gallery Assistant as needed. These efforts are augmented by regular professional cleaning and sanitizing.

Hand sanitizer is available to personnel and visitors in highly visible locations throughout the galleries, in the office, and restroom.

On public open days, an extensive cleaning and disinfecting protocol is executed at the start, mid-day, and end of public hours (11:15am, 1:15pm, 6:00pm), as well as intermittently throughout the day. When the space is closed to the public a designated staff manager is responsible for executing the full cleaning and disinfecting protocol at least twice a day.

A dedicated memo on [Cleaning & Disinfecting & Surfaces Checklist](#) complements the McEvoy Arts Staff Policies (see Appendix A) and is included in this Health & Safety Plan as Appendix D.

Interactive exhibits

There are no interactive exhibits.

Office Space

McEvoy Arts maintains a dedicated office space and is following Office specific guidance as outlined in Health Officer Directive [2020-18](#) (Offices, issued 6/13/2020). With a planned regular occupancy of 2, the following efforts have been made in the Office space:

- A full complement of signage is posted in the office, including SFDPH's Social Distancing Protocol.
- Maximum separation of workplaces by distance.
- Social distancing markers on the floor to mark safe distance from each workspace.
- No sharing of personal devices (computers, phones); shared devices such as the printer are sanitized before and after each use.
- Encouraging meals should be taken outside if air quality allows, or in a private space.

Appendix A: Staff Policies

Date: October 9, 2020

From: Alex Spoto

To: All Staff

Subject: Staff Health & Safety Protocols re: COVID-19

Staff Health & Safety Protocols Policies for Operation during the COVID-19 Pandemic

Overview: Staff are required to practice the following protocols when working on-site at McEvoy Arts to reduce workplace exposure to covid-19, maintain health and safety of fellow employees and visitors:

1. Keeping informed and up to date on COVID-19
2. Performing a daily health screening & staying home if sick
3. Wearing a face covering
4. Practicing social distancing
5. Reducing workplace exposure
6. Practicing healthy personal hygiene
7. Cleaning & disinfecting surfaces frequently

I. Being informed and up to Date on COVID-19

Staff members should be familiar with how COVID-19 is spread and how to protect themselves and others, as well as the most recent health orders from the City of San Francisco and the State of California. Reference the below links regularly:

SF: <https://sf.gov/topics/coronavirus-covid-19>

SFDPH: <https://www.sfdph.org/dph/alerts/coronavirus.asp>

CA: <https://covid19.ca.gov/>

CDC: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Alex Spoto is designated as the contact for McEvoy Arts' full Health and Safety Plan, as well as the "Worksite Safety Plan Monitor." Contact him at aspoto@mcevoyarts.org or 813-966-0638 with any questions or concerns regarding staff, visitors, and compliance and practice of the Health and Safety Plan.

II. Daily Health Screening

Staff members must answer [SFDPH's Personnel Screening](#) every day before they arrive on-site for work.

This screening document directs a staff member who is feeling ill or experiencing flu-like symptoms of any kind, such as fever, shortness of breath, aches and pains, or loss of taste or smell, to not come to work until a COVID-19 test has come back negative. Visit the [sf.gov testing website](#) for the most up to date information on how to get tested.

Furthermore, if a staff member knows or suspects recent contact (within 10 days) with a person who has tested positive for COVID-19 or has been sick, that person will not come to work and follow [SFDPH Isolation and Quarantine Steps](#).

III. Face Covering

Staff are required to wear a face covering over the mouth and nose (per [CDC guidance](#)) at all times while on-site. Per mandates by [SFDPH](#) & [CDPH](#), face coverings are required when working in a space other people might use later, even if a staff member is alone, especially if using shared equipment. Disposable masks are available for staff as well as any visitors or vendors who need a face covering to enter.

IV. Social Distancing

Staff must maintain physical distance from each other and all visitors of at least 6 feet at all times. Personnel may momentarily come closer as necessary to accept payment, deliver goods or services, or as otherwise necessary. Handshakes or other physical greetings by staff are prohibited.

V. Reduce Workplace Exposure

Staff will practice a schedule on-site to limit the number of workers to the minimum needed to safely operate the gallery and office space (2 Managers + 1 Receptionist/Gallery Assistant). A lead manager will supervise front desk staff, and the other manager will be the backup personnel responsible for Cleaning & Sanitizing Measures. Managers should refer to the gCal Staff Schedule for primary/backup assignments

Front desk staff will monitor and limit the number of people in the space to 23, max--3 staff, 12 pre-registered visitors and 8 walk-up visitors, who register onsite. 23 occupants is less than half of full socially distanced occupancy (65), per [CDC/FEMA guidance](#) of 113 sq. ft./occupant.

By discrete rooms/galleries, the occupancy is as follows for *Lessons of the Hour*:

Main Gallery: 2124 sq ft (1000 sq ft with *Lessons of the Hour*) - max: 9, planned: 7

Small Gallery: 703 sq ft - max: 6, planned: 4

Long Gallery: 1015 sq ft - max: 9, planned: 6

Screening Room: 399 sq ft - max: 3/4, planned: 2*

Office: 532 sq ft - max: 5, planned: 2

Reception Area: 342 sq ft - max 3, planned 3 (1 receptionist + 2 visitors)*

*Both the Screening Room and Reception Area can allow a single household group (up to 4, the maximum allowed on a single reservation).

Additionally, workplaces will be kept at least 6 feet apart, with distancing supported by barriers, floor markers, and other necessary signage. Personnel are not to share devices when at all possible, and shared devices should be sanitized between uses.

VI. Healthy Personal Hygiene Practices

Staff are required to cover coughs and sneezes, and to [wash hands](#) and/or use [hand sanitizer](#) frequently, including:

- When entering any kitchen or food preparation area
- Before starting food preparation or handling
- After touching their face, hair, or other areas of the body
- After using the restroom
- After coughing, sneezing, using a tissue, smoking, eating, or drinking
- Before putting on gloves
- After engaging in other activities that may contaminate the hands

VII. Sanitizing Measures

Staff must disinfect communal surfaces and equipment between each use.

All staff must also be prepared to be responsible for and complete the “cleaning & disinfecting regiment” outlined in the McEvoy Arts “Cleaning & Disinfecting Measures” memo.

Links to Key City of San Francisco Health Orders/Directives/Documentation

McEvoy Arts’ Staff Protocols are developed in accordance with San Francisco Department of Public Health Order No. [C19-07j](#) (revised 9/30/2020) and Health Officer Directive [2020-32](#) (Indoor Museums, Zoos, Aquariums issued 9/18/2020); it also incorporates guidance from Health Officer Directives [2020-17](#) (In Store Retail issued 6/13/2020) and [2020-18](#) (Offices, issued 6/13/2020) as applies to McEvoy Arts’ specific operations. When local, state, and federal guidance differs, McEvoy Arts will follow the most restrictive guidelines.

The following key external documents linked throughout this memo should be included with its physical iterations:

SFDPH’s Personnel Screening:

<https://www.sfdph.org/dph/alerts/files/C19-07j-Personnel-Screening-Attachment-A-1.pdf>

SFDPH’s Isolation and Quarantine Steps:

<https://www.sfdcp.org/wp-content/uploads/2020/05/COVID19-Home-IQ-Guidelines-and-Directives-Packet-FINAL-5.14.2020.pdf>

Appendix B: Visitor Policies

Date: October 10, 2020

From: Nate Gellman

Subject: Visitor Policies in response to COVID-19

Health and Safety Guidelines for Visitors and Staff

- All visitors over the age of 5 are required to wear a face-covering at all times.
- If you feel ill or are experiencing flu-like symptoms of any kind, such as fever, shortness of breath, aches and pains, or loss of taste or smell, do not visit McEvoy Arts.
- If you know or suspect that you have been in recent contact (within 10 days) with a person who has tested positive for COVID-19 or has been sick, do not visit McEvoy Arts.
- Visitors must maintain a minimum physical distance of 6 feet from gallery staff and your fellow art enthusiasts who are not part of your visiting party.
- Frequent handwashing and sanitation using the dispensers available throughout the gallery is encouraged.
- By entering McEvoy Arts, you agree to abide by these policies.

An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an airborne virus, and the risk is greater in indoor spaces. If you are part of an immunocompromised high-risk group, are in need of other accommodations, or have additional questions, please contact us at info@mcevoyarts.org or 415-580-7605.

What to Expect

- Single-use masks are available at the front desk in limited quantities.
- Signage has been installed to encourage distancing and traffic flow.
- The front desk cannot accept visitors' personal items for safekeeping. Large bags, open containers, and food products are not permitted in the galleries.
- Public restrooms are available to McEvoy Arts' visitors. Hand sanitation stations are accessible at multiple points throughout the gallery and Minnesota Street Project common spaces.
- Restrooms, high-touch surfaces, and public spaces are cleaned thoroughly, multiple times a day. Please ask our gallery staff about health & safety policies if you have questions.
- Wheelchairs, in limited numbers, are available for temporary use during your visit; please notify staff at the front desk.
- As a contemporary art space, McEvoy Arts offers a low- or no-touch, intimate viewing experience with our exhibitions.

Appendix C: Vendor Policies

To all outside vendors doing work on McEvoy Arts' premises:

All who enter McEvoy Arts are expected to uphold the City and County of San Francisco's most up to date Health Orders and Directives to protect against exposure to COVID-19.

Before arriving at McEvoy Arts for work, an outside vendor must confirm (either verbally or in writing) with their staff contact at McEvoy Arts that they have reviewed SFPDH's [Personnel Screening](#) and that it is safe for them to share a workplace with regular staff and visitors. Vendors are expected to always wear a face covering, practice at least 6 ft of social distance (as thoroughly as the work allows), and to wash or sanitize hands upon arrival and whenever touching any shared surface, object, or piece of equipment.

Appendix D: Cleaning & Disinfecting Measures & Surfaces Checklist

Date: October 10, 2020

From: Alex Spoto

To: All Staff

Subject: Cleaning & Disinfecting Measures

Cleaning & Disinfecting Measures

Overview: This document outlines cleaning & disinfecting measures at McEvoy Arts, as well as a “Cleaning & Disinfecting Regiment” for commonly touched surfaces to reduce exposure to COVID-19.

General

McEvoy Arts follows [CDC guidelines for disinfecting](#), and staff members are trained to disinfect communal surfaces and equipment between each use. Individual personnel are responsible for disinfecting their own workspaces and for maintaining a clean, hygienic personal space. Additionally, staff will perform the “Cleaning & Disinfecting Regiment” multiple times each day the space is in use. These efforts will be augmented by regular professional cleaning.

Hand sanitizer is available to personnel and visitors in highly visible locations throughout the galleries (on pedestals located near the front and back doors) office, and restroom.

Cleaning & Disinfecting Regiment Instructions

Each day, a “Responsible Staff” member will clean all high touch surfaces multiple times. This person will:

- follow the “Surfaces Checklist” & “Staff Cleaning & Disinfecting Schedule” detailed below
- utilize the provided “Cleaning & Disinfecting Supplies”
- wear gloves while cleaning & disinfecting
- refill hand sanitizer dispensers during rounds or whenever supply is low (below half).
- check to ensure there are ample cleaning & disinfecting supplies available; if any of the stock will not last at least a week, write aspoto@mcevoyarts.org to procure more.

Responsible Staff

On days during which McEvoy Arts is open to the public, the Receptionist is responsible for performing the Cleaning & Disinfecting Regiment. When the Receptionist is not at work but the space is in use, the responsibility falls to the Lead Manager on site.

Staff Cleaning & Disinfecting Schedule

On days during which McEvoy Arts is open to the public, the cleaning and disinfecting protocol is completed at the beginning, middle, and end of the shift: 11:15am, 1:15pm, 6:00pm.

For all other visits/use of the space, the cleaning and disinfecting protocol is completed no less frequently than at the beginning and end of occupancy.

Cleaning and Disinfecting Supplies

McEvoy Arts maintains an ample supply of the following cleaning & disinfecting materials that meet [CDC recommendations](#):

- [EPA-registered household disinfectant](#) or an alcohol solution with at least 70% ethanol for disinfecting surfaces (both disposable wipes and as a spray)
- Hand sanitizer that is at least 60% ethanol
- Disposable gloves to protect cleaning staff from chemical exposure
- Clean rags and paper towels

Professional Cleaning

In addition to these efforts, Dome Cleaning thoroughly cleans and disinfects the entire space (galleries and office) weekly (on Wednesdays) and the restroom three times per week (on Tuesdays, Thursdays, Saturdays)

Surfaces Checklist

Front Desk/Reception

- Front door handles, inside & out
- Countertops outside of sneezeguard
- Lighting controls & alarm panel at desk
- Desk surface, swinging door, chair
- Phone
- Computer keyboard, mouse, screen
- iPads, POS
- Attendance clicker
- Office Supplies (pens/scissors, etc.)
- Filing cabinet handles
- garbage/recycling lids
- Thermostat
- Hand sanitizer dispensers (on PPEdestal & desk)

Galleries

- All seating
- Media room door handle inside/out
- Media room desk
- Dehumidifier
- Hand sanitizer dispensers (on PPEdestal near back door)

Screening Room

- Wall panel & Brightsign/AV controls inside
- 3 benches
- Lighting control
- HEPA filter controls

Office/Kitchen

- Door handles, inside/out
- Thermostat
- Lighting controls
- Printer
- All drawer handles
- Meeting table
- Kitchenette counter/surface
- Kitchenette drawer handles
- Sink & faucet
- Refrigerator handle
- microwave/kettle
- Hand sanitizer dispensers
- HEPA filter controls

McEvoy Arts Restroom

- Door (both sides) push panel/lock
- Stall doors handles/lock
- Sink faucets