**Disinfectant Spray Bottles and Disinfectant Wipes**

***Availability and Requests***

The University of Connecticut will provide disinfectant products near commonly used surfaces where possible. In addition to normal cleaning protocols, Facilities will also be adding twice daily disinfection of touch points (elevator buttons, handrails, bathroom fixtures, entrance points, etc. campus-wide.). In areas where this service will not be provided, staff, faculty, and students will have access to additional cleaning resources.

* In all campus bathrooms, spray bottle cleaners will be available and restocked daily
* Outside of all registrar controlled classrooms, disposable wipes will be available and restocked daily
* For non-registrar controlled classrooms with a COVID capacity of 15 or more, disposable wipes will be available and restocked daily
* For non-registrar controlled teaching labs/classrooms with a COVID capacity of 14 or less, spray bottles and paper towels will be available and restocked weekly. Students, staff, and faculty can also get these bottles refilled through the Central Warehouse by returning the empty bottle. If there is not a spray bottle/paper towel in your teaching lab, please follow the request process outlined below
* Hand Sanitizer stations will be available at building entrances and entrances to registrar controlled classrooms

Multi-surface Disinfectant Spray may be available by request for other shared areas on campus for those who are required and approved to work on campus. The University continues its plans to reduce population densities at the Storrs and regional campuses. If you are working from home now, you should continue to do so unless approved by the University to return to campus. Most employees are expected to telecommute through December 31, 2020 unless the primary duties of the job require them to be on campus full-time or on a significantly limited basis with manager approval and University authorization.

**Requesting Multi-Surface Disinfectant Spray:**

* For Storrs Campus:
	+ Please do not place a request prior to your authorized return to campus.
	+ To preserve resources, please check with other individuals in your work area to see if they have already requested spray bottles before you order.
	+ Before requesting, please consider adjusting business processes to avoid "sharing spaces”
	+ Requests will be granted for approved “shared space” areas such as copy/mail rooms, kitchenettes, conference rooms, reception areas, teaching labs, and computer labs.
	+ Requests will not be approved for personal spaces such as offices or cubicles.
	+ Webform to request disinfectant can be found here: <https://warehouse.uconn.edu/>
	+ Please allow 4 business hours (M-F 7am - 4pm) for warehouse staff to prepare your order after the request has been submitted
	+ Pickups will be at loading dock 1, 3 Discovery Drive, Storrs, CT, 06269. Follow the signs.
	+ Disinfectant refills can be obtained by returning the bottle provided to the Central warehouse.
* For Regional Campuses:
	+ Multi-surface Disinfectant Spray will be placed in shared space areas. If there is a shared space that fits the criteria listed above, but does not have a spray bottle, please fill out the webform at the link above or work with the Regional Facilities Manager to stock.