

Lab Location _____ Lab Director _____ Phone _____

BEFORE COMING TO WORK

- Monitor your health and temperature
- Stay home if you have a fever, flu-like symptoms, or symptoms indicative of COVID-19

WHEN ON CAMPUS

- Wear face coverings when in public
- Practice Social Distancing - maintain a minimum of 6 feet (2 meters) from others
- Cover your coughs and sneezes with tissue or use inside of elbow
- Wash hands frequently with soap and water for at least 20 seconds

WHEN IN THE OFFICE

- Follow all established campus precautions
- Disinfect high touch surfaces and commonly used equipment before and after use
- Do NOT touch items belonging to others such as phones, keyboards, mouse, etc.

WHEN WORKING IN THE LABORATORY

- Follow all applicable lab safety rules and pandemic recovery precautions instituted by your lab director, department chair, center director, or NJIT administration
- Working alone in the laboratory, especially during off hours, requires prior approval from the laboratory director
- Favor the use of disposable face masks in laboratories where potentially hazardous materials are present
- Limit the dissemination of contamination by not wearing used PPE outside the laboratory. PPE showing signs of contamination should be changed immediately
- Disinfect high touch surfaces and commonly used equipment before and after use
- Before exiting the laboratory, hang up your lab coat, remove and dispose of your gloves properly, and wash your hands
- Dispose of your used PPE as Non-Hazardous Waste
- Reusable PPE, like protective eyewear, should be cleaned daily and never shared between users
- Consult your laboratory director for the PRPs instituted by your lab, department, center, or college
- Please report any incident to your laboratory director immediately.