**Overview**
This guidance is a tool for planning instructional lab operation for Fall 2020. Lab Safety Committee Members are valuable resources in developing instructional lab plans.

**Training**
All students enrolled in lab classes are expected to complete the following:

- Student COVID-19 Return to Campus Training (Blackboard)
- Fall 2020 Lab Safety Training (Blackboard)
- Department/lab specific safety training

**Guiding Principles to Reduce Transmission of Infection in Instructional Labs**

- Minimize in-person interactions of all lab occupants.
- Minimize use of shared surfaces and materials.
- Diligently disinfect high-use touch points, surfaces, and equipment (at least 2 times/day).
- Frequently wash hands and do not touch the face.
- Lab instructors and staff serve as examples to students for social distancing and use of PPE.
- Consider keeping an entry and exit log to assist in contact tracings, should that become necessary.
- No eating or drinking in the lab.

**Social Distance**
Maintain 6 feet of social distance between students. Use tape, Villanova “paw prints”, etc. to delineate 6-foot demarcations on:

- Bench tops
- Shared desks/office spaces
- On the floor
- Break areas/hallways
- Shared equipment/specialty lab

One person per hood and one person per biosafety cabinet.

**Personal Protective Equipment**

- Face covering (cloth or disposable) is required.
- Safety glasses or googles (Preferably a pair is assigned to each lab occupant with labeling. If this is not possible, then a procedure to disinfect before and after use must be developed and reviewed with all users of the lab).
- Lab coat (Recommend assigning a lab coat to each lab occupant).
- Other standard lab attire (long pants, closed toe shoes, etc.).
Please note:
- Face shields do not replace safety glasses or face coverings. A face covering and safety glasses must be worn with a face shield.
- Disinfect any shared safety glasses or face shields between use.
- Lab coats should not be shared. Each student should have an assigned lab coat.

Options to consider managing lab coats:
- Assign a storage location in the instructional lab (drawer) to each student for lab coat and safety glasses storage.
- Give each student a bag (with name) to store lab coat and safety glasses.
- Allow students to take lab coats with them (If this option is selected, you MUST record the bar code number for each student).
- Have students put used lab coats in laundry bin after each class. This is the last choice and may result in lab coats being unavailable for other students.
- Post sign(s) at lab exits(s) reminding lab workers to remove gloves and wash hands before leaving lab.
- Face shields may be worn in lab but only if they do not prevent the use of the normal laboratory PPE such as eye protection and hard hats.

### Cleaning/disinfection

Clean and disinfect shared equipment at the beginning and end of each class.
- Students disinfect their bench top area before working in the lab or use a disposable benchtop cover.
- Students disinfect shared equipment before and after use.
- Teachers’ Assistants or laboratory staff disinfect the entire lab at the end of each lab.

High touch surfaces should be disinfected before and after use:
- Chairs
- Desktops/benchtops
- Computer keyboards and monitors
- Light switches, doorknobs, doors, door push plates
- Refrigerator/freezer handles and their doors
- Equipment panels/switches
- Biosafety cabinet and fume hood sashes and their working surfaces
- Bio-waste container lids and shared waste containers
- Commonly used hand tools and small objects (pipettors)
- Shared PPE

Be careful when disinfecting sensitive equipment to prevent disruption of the equipment.
- Wear PPE as directed on the disinfectant label and carefully apply disinfectant (TruShot, or other EPA-approved product) wiping to evenly distribute.
- Discard gloves after each use and clean hands immediately.
- Allow surfaces to air dry. Discard paper towels and disinfecting wipes into the regular trash.
- Consider press and seal wrap for shared keyboards or sensitive shared equipment touch surfaces.
- Remind students not to share laptops, cell phones, writing implements with others in the lab.