Wipes Buckets

Wipes have been provided in classrooms and other areas in reusable buckets. **Do NOT discard the buckets when empty.**

Wipes buckets are labeled with contacts for refills; these individuals will be monitoring the status of the buckets:

- College of Business: Nancy Panepinto – 610-519-8022
- Fitzpatrick College of Nursing: Maria Pavelsky – 610-519-5903
- College of Liberal Arts and Sciences: Antoinette Donovan – 610-519-4814
- College of Engineering: Helen Tursi – 610-519-5960
- Widger School of Law: Joe Mariani – 610-519-3111
- Falvey Library: Margaret Duffy – 610-519-7087

If none of these contacts are appropriate, contact Custodial Services at 610-519-4460

Refill wipes and solution will be stocked in the above areas. To purchase your own refills or additional buckets, use the Procurement PPE punchout in NovaBuy (see details below).

A **new bucket containing 300 pre-moistened wipes** can be purchased for areas not already supplied (Catalog Item #NPS94400/NCL025236).

There are two ways to **refill the buckets**:

1. Insert a roll of pre-moistened wipes into the bucket (Catalog Item # NPS74491/NPS4400 for 6 rolls of pre-moistened wipes).
2. Place a roll of dry wipes in the bucket and pour a bottle of disinfectant over the wipes to saturate them.
   a. Refill packs of 6 rolls of dry wipes (Catalog Item # NPS74491)
   b. Single bottle of Avistat-D disinfectant (Catalog Item # NCL025236). A bottle of disinfectant is required for each roll of dry wipes.

Hand Sanitizer Dispensers

Custodial Services will regularly check dispensers and can refill. Individual areas are encouraged to order refill hand sanitizer liquid and refill their own units.

Hand sanitizer units are battery operated. Submit a work request to Maintenance for battery replacement.

Paper placemats

Paper placements can be re-stocked through NovaDocs (iPrint)

**Questions:** Environmental Health & Safety at 610-519-3801 - email ehs@villanova.edu