COVID-19 ELEVATOR GUIDELINES

- Limit the number of individuals in an elevator to one person at a time.
- Use knuckles or elbows to press buttons.
- Take the stairs if possible.
- Wear face covering.

Please do not adhere signage to elevator doors.

Thank you for your cooperation in keeping all Spartans and visitors safe.
WHAT YOU CAN DO TO PROTECT YOURSELF AND OTHERS:

- Clean and disinfect frequently touched surfaces.
- Wash your hands often.
- Meet virtually if possible.
- Cover coughs and sneezes.
- Wear a face covering.
- Maintain physical distance of at least 6 feet, which is about two arms length.
PLEASE PUT ON A FACE COVERING
IDENTIFY THE HAZARDS
Know how the virus is spread:
- Person-to-person transmission occurs when an infected person’s respiratory droplets travel through the air.
- Surface contact can occur when a person touches their mouth, nose, or eye after they have touched something or someone that has the virus.

ASSESS THE HAZARDS
Review your job tasks and think about possible sources of exposure to COVID-19. Will you be in close contact with others? Will you be in contact with high-touch surfaces such as:
- Door knobs and handles
- Phones
- Light switches
- Keyboard and mouse
- Handrails
- Steering wheel
- Seat belts
- Time clocks
- Elevator buttons

CONTROL THE HAZARDS
- If you feel sick, stay home.
- Avoid close contact: stay at least 6 feet away from others.
- Please wear a face covering.
- Wash hands often (or use hand sanitizer).
- Cover coughs and sneezes.
- Disinfect often, especially with shared items and touch points.
HOW TO WASH YOUR HANDS

Wash hands frequently or use hand sanitizer. Duration of the following procedure is 40–60 seconds:

0. Wet hands with water;
1. Apply enough soap to cover all hand surfaces;
2. Rub hands palm to palm;
3. Right palm over left dorsum with interlaced fingers and vice versa;
4. Palm to palm with fingers interlaced;
5. Backs of fingers to opposing palms with fingers interlocked;
6. Rotational rubbing of left thumb clasped in right palm and vice versa;
7. Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;
8. Rinse hands with water;
9. Dry hands thoroughly with a single use towel;
10. Use towel to turn off faucet;
11. Your hands are now safe.
DO NOT ENTER
DO NOT ENTER
UNC Greensboro
SHIELD OUR SPARTANS

EXIT
ONLY
EXIT
ONLY
MAINTAIN SOCIAL DISTANCE

6 ft.

Maximum Occupancy Limited to 1 Person
MAINTAIN SOCIAL DISTANCE

6 ft.

Maximum Occupancy
Limited to _____ People
MONITORING FOR COVID-19 SYMPTOMS

It is very important that we all work together to ensure each other’s safety. Every day, before coming to work, you should screen yourself for symptoms and check your temperature. If you experience any of the symptoms listed below, or do not feel well for some other reason, you should not report to work. Instead, you should call your primary care provider and notify your supervisor.


SYMPTOMS

A wide range of symptoms have been reported with COVID-19; these symptoms may appear 2-14 days after being exposed to the virus.

- Fever higher than 100.0 degrees, or feeling hot/cold chills
- Cough
- Sore throat
- Shortness of breath/difficulty breathing
- Body aches out of the ordinary
- New loss of taste or smell

This list of symptoms is not a complete one; please consult with your medical provider if you are experiencing any symptoms that are severe or concerning to you.

If you have been in close contact (within 6 feet for 10 minutes or longer) with someone who has tested positive for COVID-19 or is being tested for COVID-19 you should also not report to work, and notify your supervisor.

If you develop symptoms while at work, you should notify your supervisor, leave work immediately, and call your primary care provider.

If you experience COVID-19 symptoms and/or are diagnosed with COVID-19 we ask that you please complete the UNCG COVID-19 Self-Reporting Form here go.uncg.edu/selfreport. The university will use this information to make a determination if additional cleaning and other response actions need to be taken on campus. Your personal information will be kept confidential.
USE A FACE COVERING TO PROTECT OTHERS

- Wear a face covering to protect others in case you’re infected but don’t have symptoms
- Keep the covering on your face the entire time you’re in public
- Don’t put the covering around your neck or up on your forehead
- Don’t touch the face covering, and, if you do, clean your hands
- Put it over your nose and mouth and secure it under your chin