

# New Protocols for CPH

## ENTRY

- If you have your own mask, please put it on before entering the building
- Sanitize hands and put on mask
- Maintain a 6 ft distance from others and keep doors open to allow proper airflow

## WHILE AT WORK

- Continue to wear a mask and maintain 6ft distance from others, and avoid sharing confined spaces with others (offices, elevators, etc)
- If you are alone in your department suite, and not working in a shared common area within that space, it is okay to remove your mask for periods of time while you work.
- Wash hands frequently
- The following will be unavailable, so please plan accordingly:
  - Water fountains requiring touch to operate (two sensor bottle filling stations will remain available)
  - Vending machines
  - Break room and food prep areas
- Bathrooms will only be allowing one person in at a time

## EXIT

- Thoroughly sanitize shared work areas with provided supplies (surfaces, equipment, etc)
- Remove and dispose of gloves if used
- Remove mask after exiting the building
- Wash mask at home

