

Dear students and colleagues,

Hygiene Measures on University Campus

The University has been increasing the frequencies for the cleaning and disinfection of the campuses since the beginning of the pandemic in early 2020. We summarise the scope and frequencies in the attached table for your information. All students and staff are welcome to provide further suggestions on how our campus safety can be further improved.

The University has also engaged service providers to implement latest sanitising technologies in our campus to reduce the chance of disease transmission. Since all these technologies are new, regular testing on surface hygiene levels are conducted to verify the effectiveness of these measures. Unless these new measures are proven to be effective in our campus environment, they will not replace the ongoing traditional and frequent manual cleaning and disinfecting practices.

BU-TRACE

Students and staff who have been using the BU-Trace APP have received notifications sent to their mobile phones yesterday evening, alerting them if they had been to campus venues at the same time as the two students who were recently confirmed COVID-19 positive. With these alerts, students and staff can review their risk levels and make necessary decisions to better safeguard their own and their families' health.

With the recent hike in number of COVID-19 infection cases in town and the imminent threat of a 4th wave of outbreak of the disease, all students and staff who have not yet downloaded the APP are strongly encouraged to do so. For those who are already using, please always scan the QR Codes at the venues that you have been to, so that your whereabouts can be stored in your mobile phone to enable matching and alerts when there are confirmed cases within the University.



Download the BU TRACE APP by scanning these QR Codes, or visit this website to know more about the BU-TRACE: <https://butrace.hkbu.edu.hk/>

Once again, you are reminded to wear mask and keep social distancing on campus.

Please stay vigilant and observe all the hygiene measures. For any suggestions to better enhance our campus health safety, please contact the Estates Office at ext. 7997 or email to ehsu@hkbu.edu.hk.

Thank you.

Christine O.W. Chow
Vice-President (Administration) and Secretary

13 November 2020

University Hygiene Measures
(as on 12 Nov 2020)

	Location and Items	Frequency of Cleaning and Disinfecting (Highest alert level)
1.	Circulation Areas	
	<ul style="list-style-type: none"> Lift buttons, door handles and push plates, escalator belts etc. 	At least five times a day
2.	Classrooms, laboratories, activity rooms, computer rooms	
	<ul style="list-style-type: none"> Tables, chairs, switches and handles 	At least once a day Additional cleaning if there are empty sessions between lessons.
3.	Offices	
	<ul style="list-style-type: none"> Switches and handles 	At least three times a day
4.	Meeting rooms and receptions	
	<ul style="list-style-type: none"> Switches, handles, tables and chairs 	At least three times a day
5.	Lavatories, changing rooms and shower rooms	
		At least once thorough cleaning and disinfection a day, plus At least five times routine cleaning a day
6.	Sports Facilities	
	<ul style="list-style-type: none"> Gym equipment 	At least once every two hours disinfection tissue is provided to users for cleaning before and after use multiple treadmills and the like in an array are segregated by dividers
	<ul style="list-style-type: none"> Other equipment like balls, weights, mats etc. 	disinfection tissue is provided to users for cleaning before and after use thorough cleaning and disinfection carried out at least once a week
7.	Harmony Cafeteria Harmony Lounge (Paper & Coffee) iCafe (Pacific Coffee) Renfew Cafeteria Renfew Restaurant Main Canteen Staff & Alumni Lounge (Starbucks) Bristo Bon (BU Fiesta closed)	
	<ul style="list-style-type: none"> Tables, chairs, perspex partitions, entrance door handles 	At least four times a day
	<ul style="list-style-type: none"> Cashier, light switches handrails 	At least twice per day
	<ul style="list-style-type: none"> Overall general cleaning 	Once per day after canteen closes.

University Hygiene Measures
(as on 12 Nov 2020)

	Location and Items	Frequency of Cleaning and Disinfecting (Highest alert level)
	<ul style="list-style-type: none"> • Other measures 	<ul style="list-style-type: none"> • Reduced seating capacity according to latest requirements under CAP 599 • Perspex dividers on tables provided for additional safety protection • Body temperature screening at entrance or cashier • Provision of sanitizer for hand and for table disinfecting
8	<p>Additional cleaning and disinfection</p> <p>When there is a confirmed case with symptoms:</p> <ul style="list-style-type: none"> • When the University receives a report that a student or staff is a confirmed COVID-19 case, additional cleaning / disinfection to venues that the person has visited in the last 2 days before his / her symptoms first appeared will be carried out. Under this situation, air filters inside the air conditioning unit of the venue will also be cleaned. • All venues visited by the confirmed case during the period will be covered, regardless whether he or she had worn a mask at the venue or not. <p>When there is a confirmed case without any symptoms:</p> <ul style="list-style-type: none"> • When the University receives a report that a student or staff is an asymptomatic confirmed COVID-19 case, additional cleaning / disinfection to venues that the person has visited in the 7 days before the report will be carried out. In this situation, air filters inside the air conditioning unit of the venue will also be cleaned. • All venues visited by the confirmed case during the period will be covered, regardless whether he or she had worn a mask at the venue or not. <p>When there is a report of close contact</p> <ul style="list-style-type: none"> • When the University receives a report of any of our student or staff has been in close contact with a COVID-19 case, additional cleaning / disinfection to venues that student or staff has visited in the 7 days before the report will be carried out. • All venues that he or she had visited without wearing masks will be covered. 	
9.	<p>Other hygiene measures</p> <ol style="list-style-type: none"> a) Mandatory mask wearing – Mask must be worn within campus (except when staff is at his / her private work desk or office) b) Vending machines for surgical masks are provided around campus c) Temperature checking at campus entrances d) Fresh air intake for all classrooms increased for 10% to 20% above energy saving optimum settings for better indoor air quality e) Provision of hand sanitizer to all public areas f) Additional external outdoor dining areas with microwave facilities for use by students and staff 	