

Adapting to provide a safe & healthy university community



Return to Campus Guidebook

Proposed space & behavioral recommendations to address COVID-19

Last Edit: December 01, 2020



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This document was created and managed by the In-House Design & Construction Team, in coordination with: Campus Planning & Real Estate, The Office of Environmental Health & Safety, and NUPD.





Returning to Northeastern

“Individual commitment to a group effort -- that is what makes a team work, a company work, a society work, a civilization work.”

– Vince Lombardi

Northeastern Facilities Management and Campus Planning & Real Estate (CP&RE) work to provide a safe and healthy campus for all of Northeastern’s staff, faculty, researchers, students, and visitors. This guidebook illustrates and informs the university community of the guidelines and recommendations that have been developed to ensure a safe environment as we return to campus. This document encompasses large-scale efforts already completed throughout campus, as well as the responsibilities of groups looking to reopen their workspaces in the coming weeks and months.

The guidebook is informed by the overarching guidance of Northeastern resources and beyond, and frames all of this information through the lens of spatial and behavioral considerations for adapting the university. It is meant to help facilitate healthy distancing in various campus contexts, as we return to research, work, learning, and socializing on campus. The illustrations and diagrams help to visualize what the changes to these spaces may look like, and the adjustments that we will need to make to ensure proper healthy distancing. This guidebook will continue to be a living document that is updated as new information becomes available.

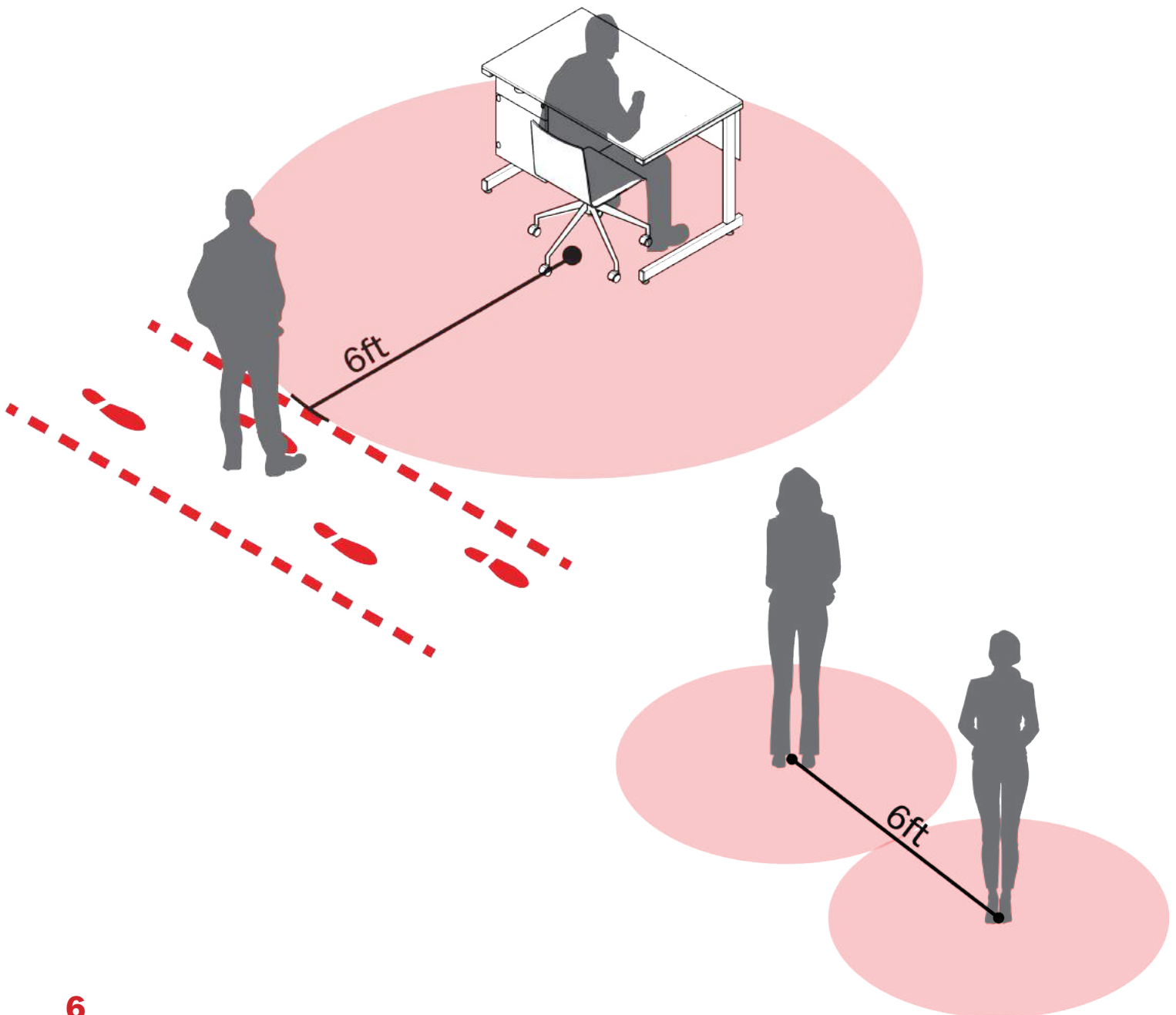
In addition to spatial guidelines, this document contains an actionable process through which departments can assess their space and receive help preparing to return to campus and their workspace.

For questions or clarifications on the content in this guidebook, please email WorkspaceResponse@northeastern.edu.

Distancing Framework

Throughout this guidebook you will see a variety of space-marking graphics, such as circles and dashed lines. The diagram below shows how these graphics represent recommended guidance for healthy distancing on campus. Please respect these guidelines when possible in all spaces on campus.

The current healthy distance recommendations are based on a 6 foot radius of individual space.



Adapting Your Workspace

Where to Start?

Within this guidebook, we have provided a set of space and behavioral recommendations that can help to establish healthy distancing within your space. If you need assistance implementing these recommendations, please know that Facilities Management and CP&RE are a resource to help in adapting your space.

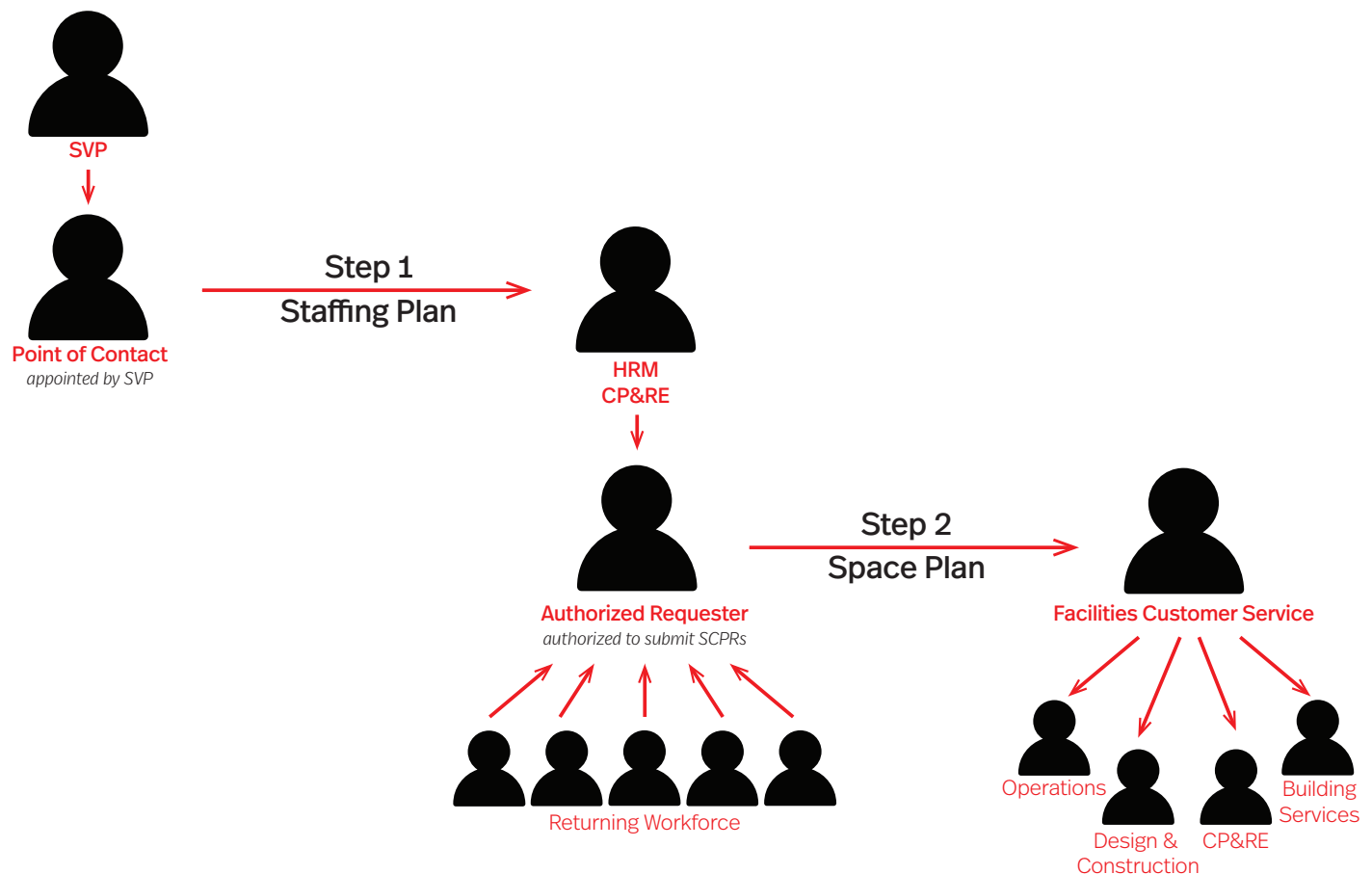
As part of readying the workspace, the Authorized Requester (someone who can submit SCPRs) for your group will be responsible for completing a Workspace Reopening Checklist. A list of Authorized Requesters is included in Appendix 1. This checklist will assist in verifying the requirements to re-open your workspace safely, and provide an opportunity to have work orders placed on your behalf. As you read through and complete the checklist, please consider the criteria below. These questions are meant to help you and your team prepare to re-enter your workspace.

- 1** Do visitors come to your space? If so, how will they...
 - wait in line?
 - utilize appropriate personal protective equipment (PPE)?
 - communicate with a receptionist/admin?
- 2** Does your workspace have any of the following equipment? If so, how/when will it be cleaned? Who is responsible for cleaning? If they cannot be cleaned regularly, consider discontinuing use.
 - refrigerator (handles, shelves)
 - microwave
 - coffee maker
 - printer/copier
 - water cooler
- 3** How do mail and packages arrive to your workspace?
- 4** What are the new capacities of meeting spaces in your workspace, assuming 6' healthy distancing? How will you enforce these new capacities? Some options are...
 - removing furniture
 - blocking off/marketing excess furniture
 - updating room reservation tools

Adapting Your Workspace

Step 1: Staffing Plan

- 1 Each Point of Contact, appointed by their SVP, will identify necessary functions to take place on campus, as well as required staffing.
- 2 Points of Contact will receive a template for a **Staffing Plan** to submit to HRM/CP&RE, adjusting their workforce to less than 50% occupancy.
- 3 If all necessary functions CAN be maintained at <50% occupancy, Staffing Plan is approved. If they CANNOT, HRM/CP&RE will work with Point of Contact to achieve the group's function.
- 4 If Staffing Plan is approved, **Step 2: Space Plan** can commence.



Adapting Your Workspace

Step 2: Space Plan

- 1 Read through the *Return to Campus Guidebook* (this document).
- 2 When Staffing Plan is approved, HRM/CP&RE will submit a Return to Campus workorder on behalf of each Authorized Requester (see Appendix 1).
- 3 Each Authorized Requester will receive a **Workspace Reopening Checklist** to complete on behalf of their department(s), and return to Facilities Customer Service (facilitiescustomerservice@northeastern.edu).
- 4 Facilities Customer Service will generate trade-specific work orders for space to be reopened, as indicated on the checklist.
- 5 If further assistance is required, Design & Construction/CP&RE will reach out to Authorized Requester to coordinate.

*For questions on this process, please contact
WorkspaceResponse@northeastern.edu.*

Cleaning Standards

In addition to the specific cleaning notes listed for individual spaces, the following protocols are expected to apply throughout campus.

Facilities/Building Services

- Learning spaces and conference rooms will be disinfected at touch points, including:
 - tables
 - chairs
 - countertops
 - trash receptacles
 - entrance doors, inside and outside
 - light switches
 - equipment (as specified by occupants)
- Restrooms will be cleaned using disinfectant, including:
 - faucets
 - sinks
 - toilets
 - urinals
 - dispensers (soap, paper products, etc)
 - handles
 - entrance doors, inside and outside
 - stall doors
- Kitchens, coffee stations, and lounges will be disinfected at touch points, including:
 - faucets
 - sinks
 - countertops
 - refrigerator doors
 - cabinet door handles
 - tables and chairs (where applicable)
 - appliance doors and handles
- Building common areas will be disinfected at touch points, including:
 - entrance doors and handles
 - interior door handles
 - drinking fountains
 - elevator push buttons, inside and outside
 - light switches
 - trash/recycle containers
 - stairwells: railings, doors in and out

Occupant Spaces

- Employees on site should implement individual cleaning responsibilities and sanitize public-used surfaces they come into contact with before and after use (appliances, tables, chair arms, countertops, etc.)
- Shared work surfaces should be sanitized at the beginning and end of every shift/workday.
- Cleaning supplies are available for procurement. Please see the chart on the following page for available products and purchase instructions.

PHPE & Cleaning Supplies

Northeastern is working to establish a variety of connections for on-campus personnel to procure PHPE and cleaning supplies as needed.

PHPE (Public Health Protecting Equipment)

These requests should be submitted via work order by each department's DSO.

| Product | Details | How to purchase |
|-----------------------|--------------------------------------|--------------------------------|
| Disposable Masks | Self Provided unless required by job | Work Order thru MyNortheastern |
| Nitrile Gloves | Self Provided unless required by job | |
| Gowns | Research only | |
| Thermometers | Research only | |
| Clear Mouth Face Mask | Research only | |
| N95 Mask | Research only | Contact EH&S |

Lanyards

Bulk orders by division/department should be submitted via work order by each Authorized Requester. Please note quantity and delivery location.

Cleaning Supplies

Surface Cleaning Products • Alcohol Wipes • Individual Hand Sanitizer

These requests can be placed through myMarketplace, and available supplies will be updated regularly. Each department/division/college must coordinate orders such that someone can receive the delivery, or have supplies be delivered to an open/accessible space.

MyMarketplace can be accessed at:

<https://northeastern.sollodtech.com>

More information about procurement can be found at:

<https://finance.northeastern.edu/departments/procurement-services/>

Events

The following **behavioral and space considerations** should be observed, along with all guidance provided by the MA Safety Standards for events:

Occupancy Limits (including attendees, staff, and any other workers):

Outdoor Events:

- **8** persons per **1000** square feet of accessible space
- **25%** of the maximum permitted occupancy
- Maximum **50** persons total

Indoor Events:

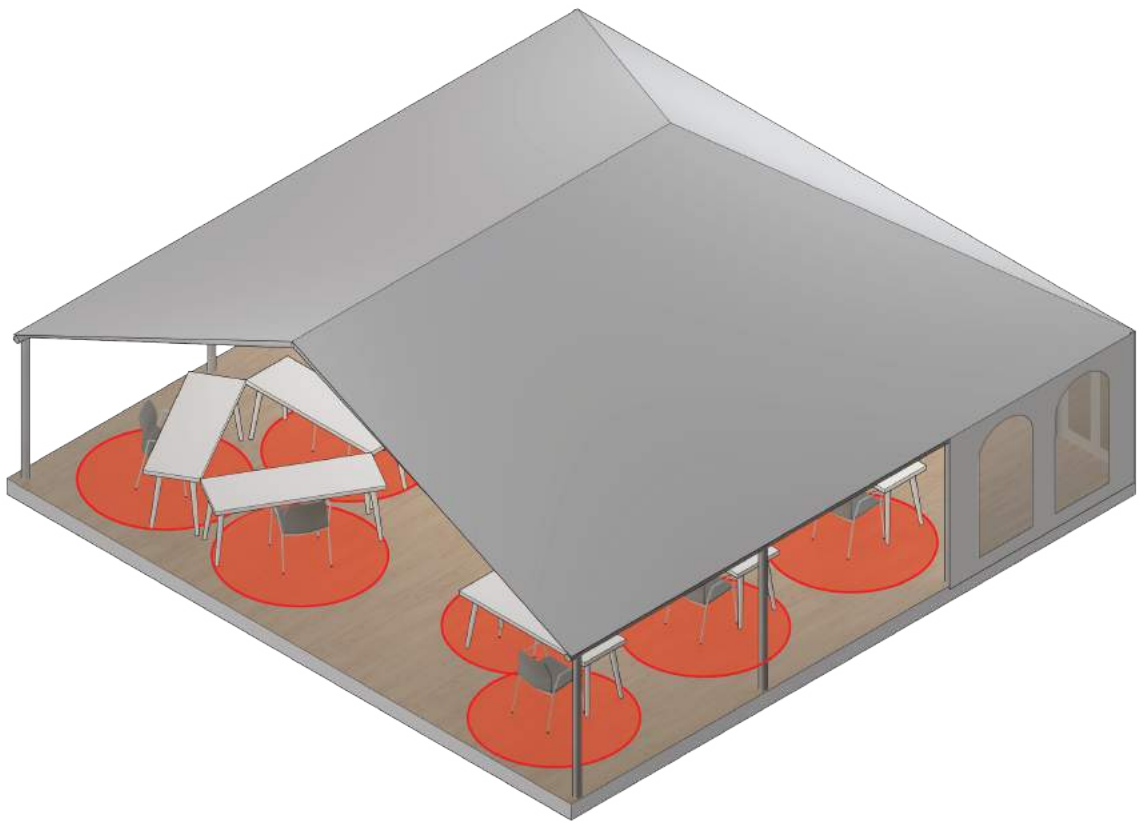
- Allow **8** persons per **1000** square feet of accessible, indoor space.
- Close or reconfigure worker common spaces and high density areas
- Install visual healthy distancing markers (eg. lines for restrooms)
- Require face coverings for all workers and attendees, except under extenuating circumstances.

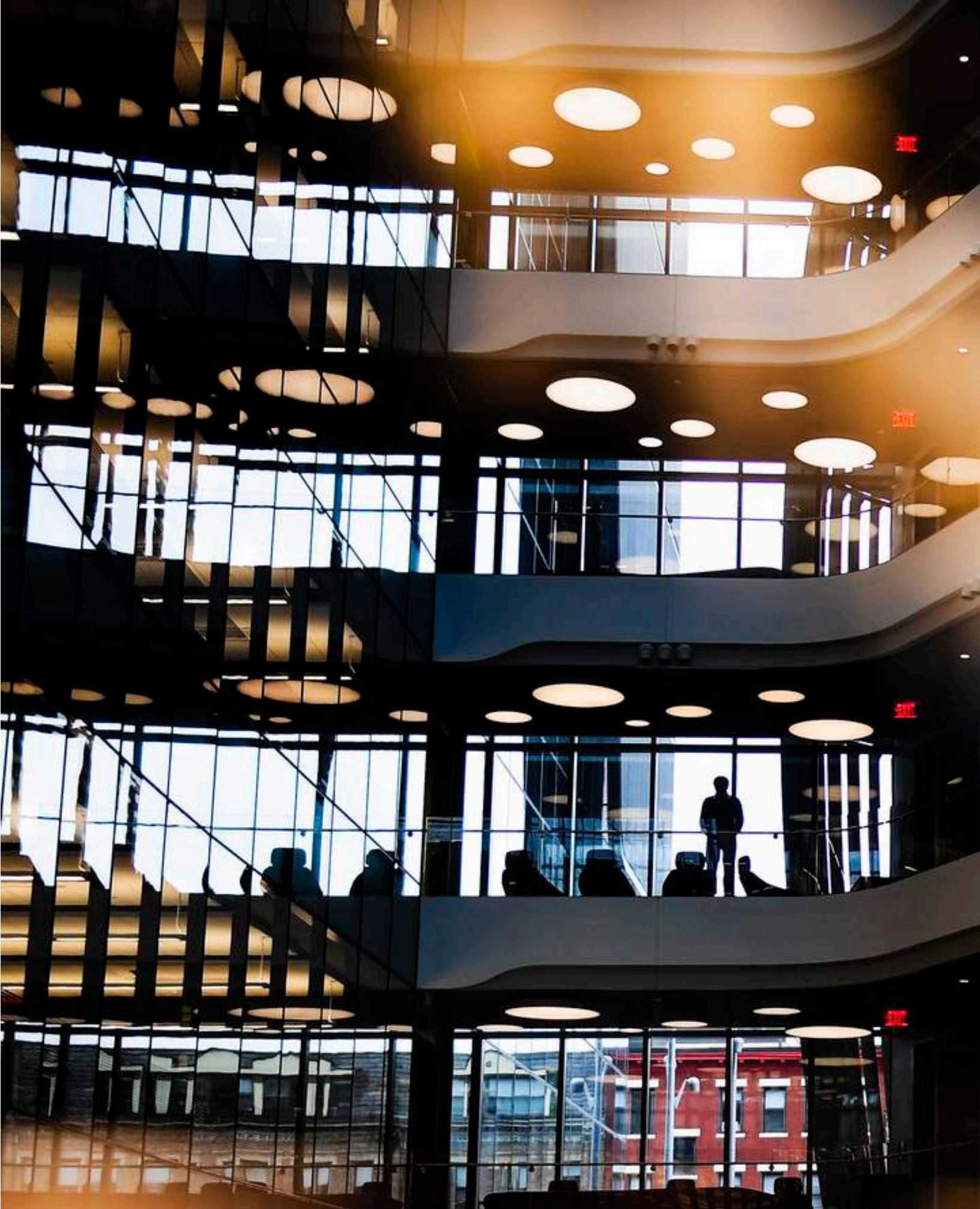
Events

The following **behavioral and space considerations** should be observed, along with all guidance provided by the MA Safety Standards for events:

Hygiene Protocols:

- Handwashing facilities or hand sanitizer (at least 60% alcohol) must be available for attendees and workers
- 60%+ alcohol-based sanitizers should be made available at entrances, exits, and throughout floor area for attendees and workers.
- Sanitize high-touch areas and shared equipment regularly
- Attendees should not gather in groups of more than 6 people
- Stagger break times for workers
- Abide by all guidance provided by the Massachusetts Safety Standards for events.





Return to Research

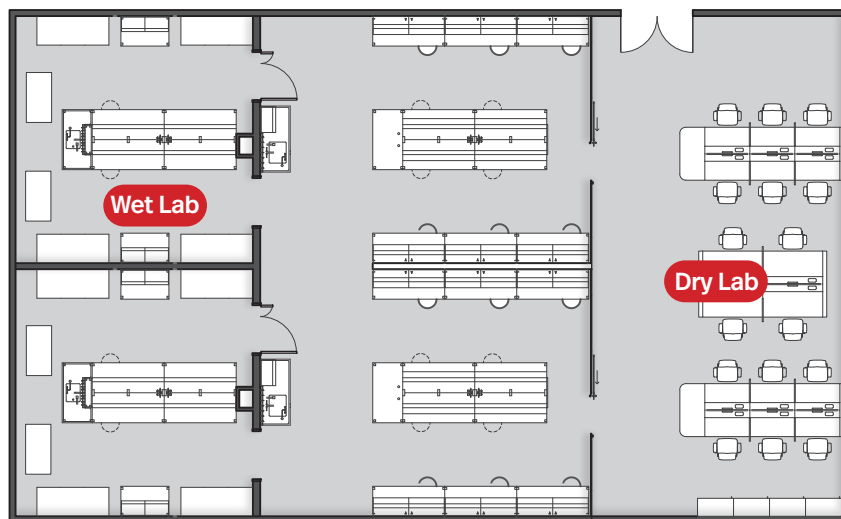
Research is one of the many pillars at Northeastern University that takes valuable knowledge and unites it within a global context. Northeastern's research facilities support the experiments, synergies and sharing of ideas that make research possible. As we return to campus, we will not only ensure access to critical tools and resources, but also the ability to collaborate while maintaining a safe and healthy environment.

I. Return to Research

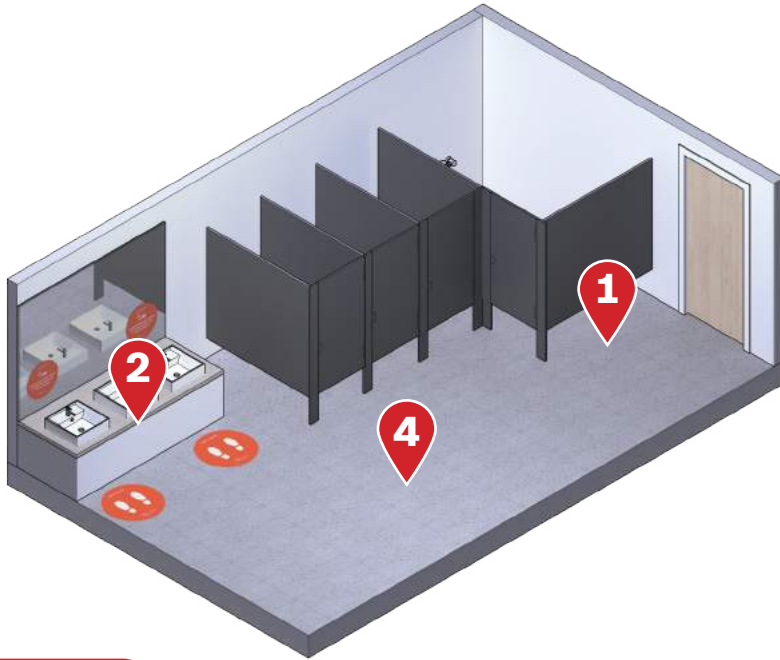
Labs

The following **behavioral and space considerations** should be observed when in this space type:

- 1 Provide Healthy Distancing**
When possible, sit further away from colleagues to ensure 6' healthy distancing.
- 2 Stagger Workforce**
Provide staggered schedules for researchers to ensure 6' healthy distancing can be met.
- 3 Space out Furniture**
Where possible, space out desks and chairs to ensure 6' healthy distancing.
- 4 Disinfect & Sanitize**
Limit contact with lab equipment, and disinfect high-touch equipment, sinks, and surfaces before and after use.
- 5 Follow Posted Signs**
Install wall and floor signage to encourage healthy distancing. *(See Appendix 2.)*
- 6 Safely Reoccupy**
Work with your Associate Dean of Research, Department Safety Officer, and the Office of Environmental Health & Safety (EH&S) on following the steps to reoccupy your lab space.



Generic floor plan, shown for illustrative purposes only.



Wet Labs



Dry Labs



Return to Work

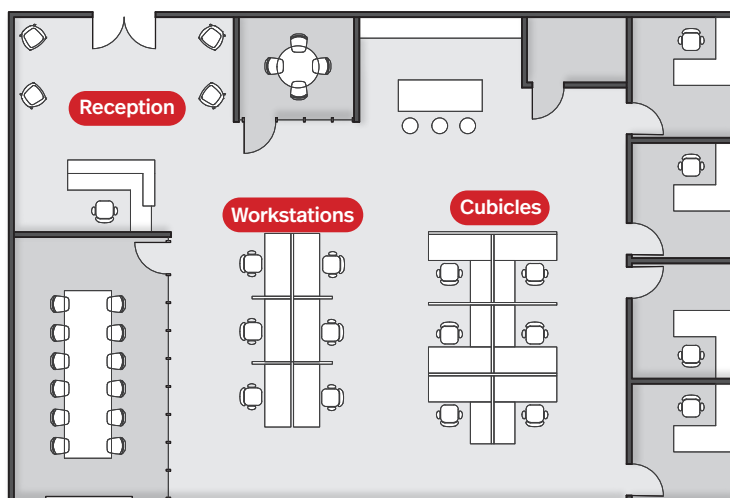
Office life may look different now, but Northeastern is resilient and adaptable. Northeastern's office facilities allow faculty and staff to perform their duties in close proximity to the communities that they serve. As we identify which elements benefit most from occurring on campus, we can create environments that support the work of faculty and staff, as they work both individually and collaboratively in a safe manner.

II. Return to Work

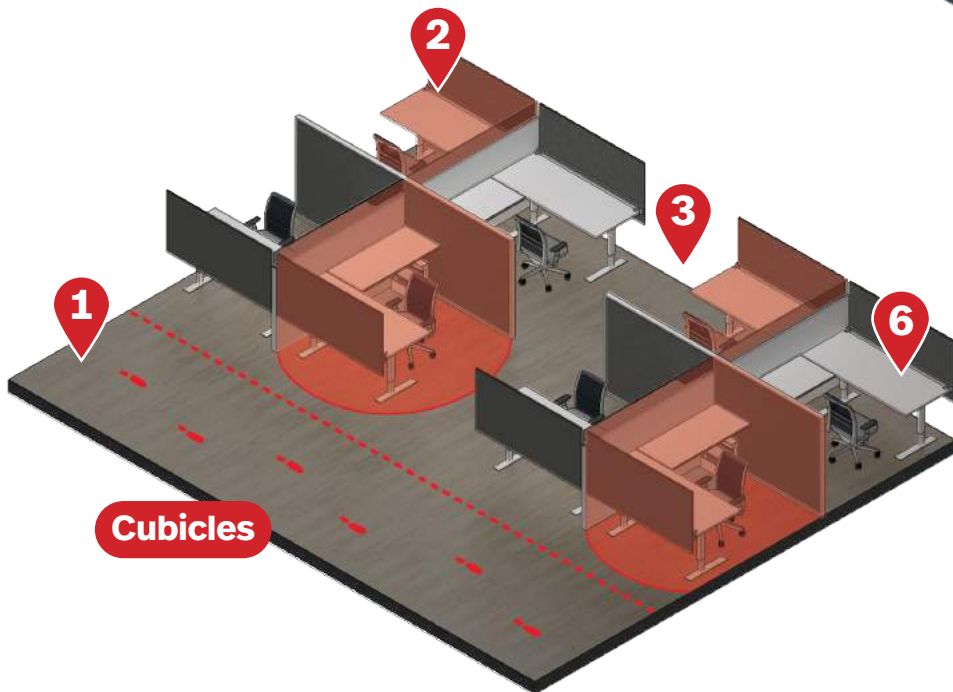
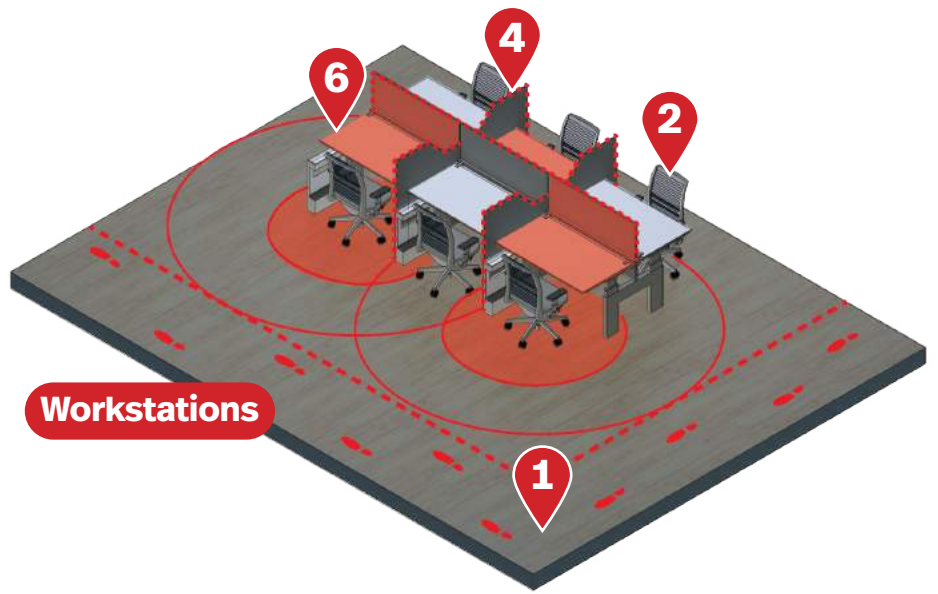
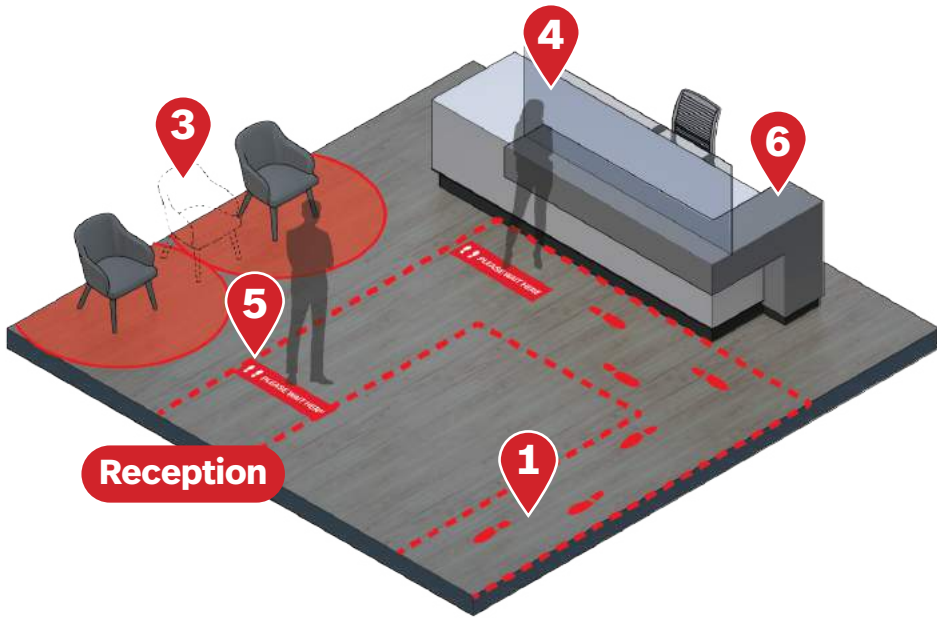
Workspace

The following **behavioral and space considerations** should be observed when in this space type:

- 1 One-way Circulation**
Provide one-way circulation routes when available to limit exposure. Post circulation signs to indicate route. (See Appendix 2.)
- 2 Stagger Workforce**
Develop a plan for staggered schedules in order to ensure 6' healthy distancing.
- 3 Redistribute Furniture**
Rearrange or redistribute furniture to ensure 6' healthy distancing. (See *Adapting your Workspace* on page 8 for more information.)
- 4 Barriers & Shields**
Install plexiglass dividers at reception desks where 6' distancing cannot be maintained. (See *Adapting your Workspace* on page 8 for more information.)
- 5 Follow Posted Signs**
Install wall and floor signage to encourage healthy distancing. (See Appendix 2.)
- 6 Sanitize Surfaces**
Wipe down your workstation (desk, mouse, keyboard, etc) at the beginning and end of every work day. NU facilities will clean common areas once per day.
- 7 Provide Healthy Distancing**
Whenever possible, sit further away from colleagues to ensure 6' healthy distancing.



Generic floor plan, shown for illustrative purposes only.

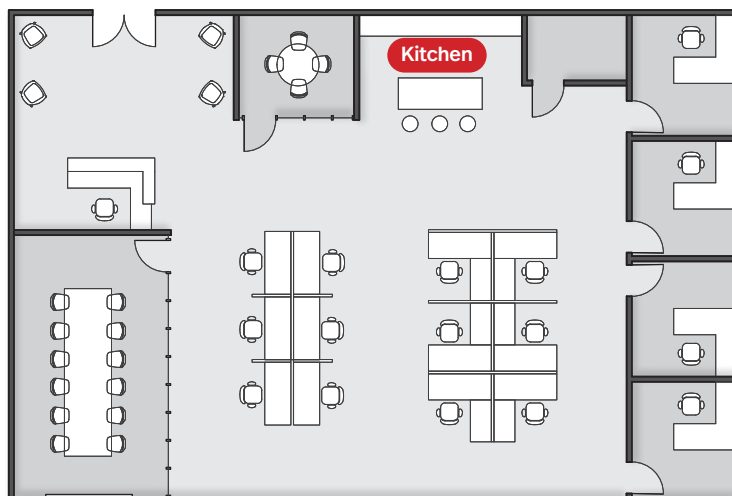


II. Return to Work

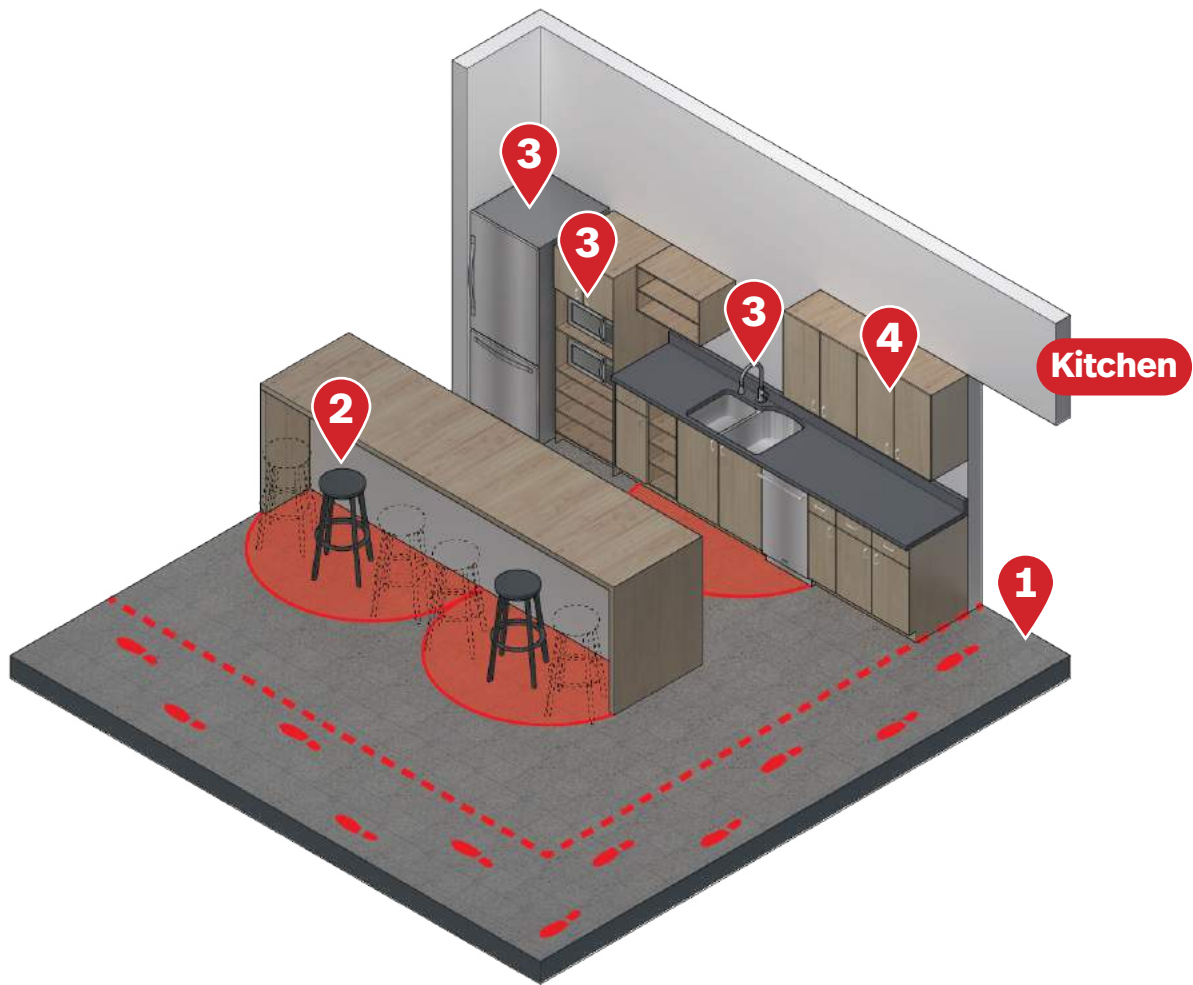
Kitchens/Breakrooms

The following **behavioral and space considerations** should be observed when in this space type:

- 1 One-way Circulation**
Provide one-way circulation routes when available to limit exposure. Post circulation signs to indicate route.
- 2 Limit Room Capacity**
Provide fewer seats, or mark/block off extra seats, to ensure 6' healthy distancing. Post occupancy signs to indicate capacity. (See Appendix 2.)
- 3 Sanitize Shared Appliances**
User groups should establish a cleaning routine for shared appliances and high-touch surfaces -- at least 3-4 times per 24 hour period.
- 4 Reduce Shared Resources**
Remove/restrict use of shared cups/plates/utensils.
- 5 Reallocate Space**
Consider repurposing conference rooms as overflow lunch space.



Generic floor plan, shown for illustrative purposes only.

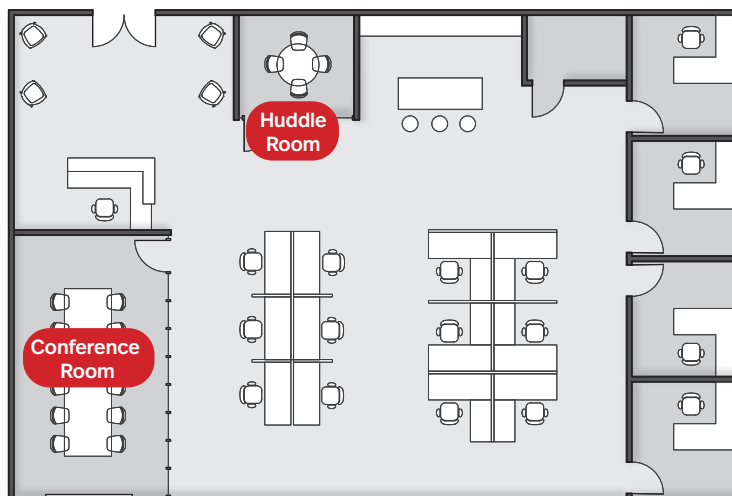


II. Return to Work

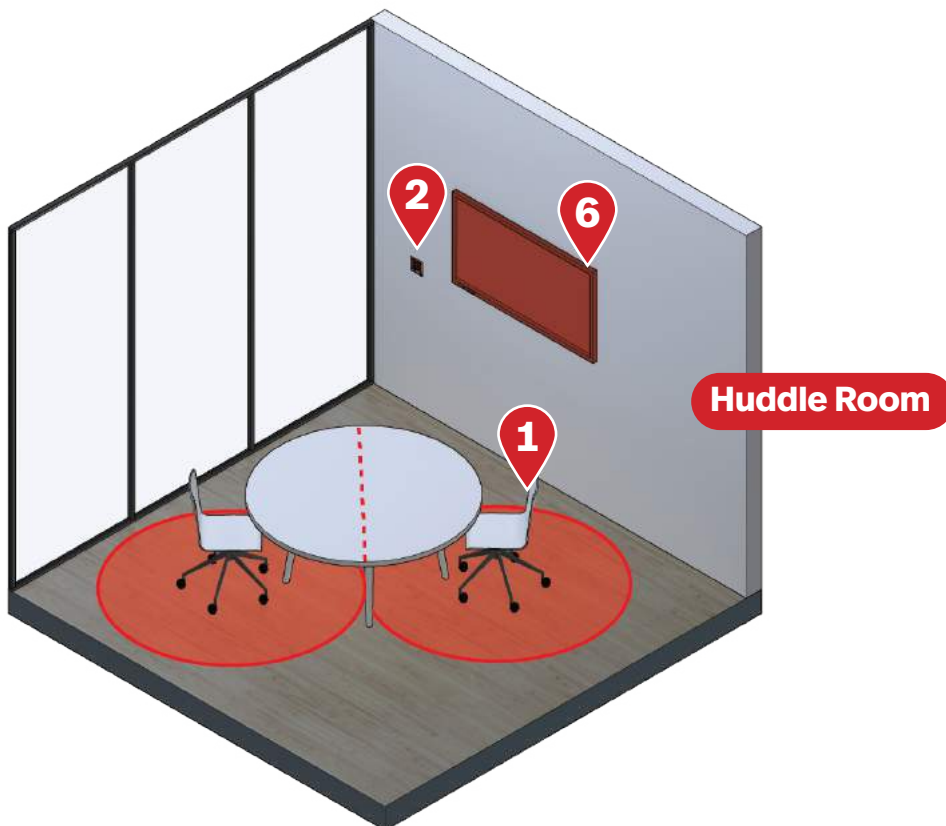
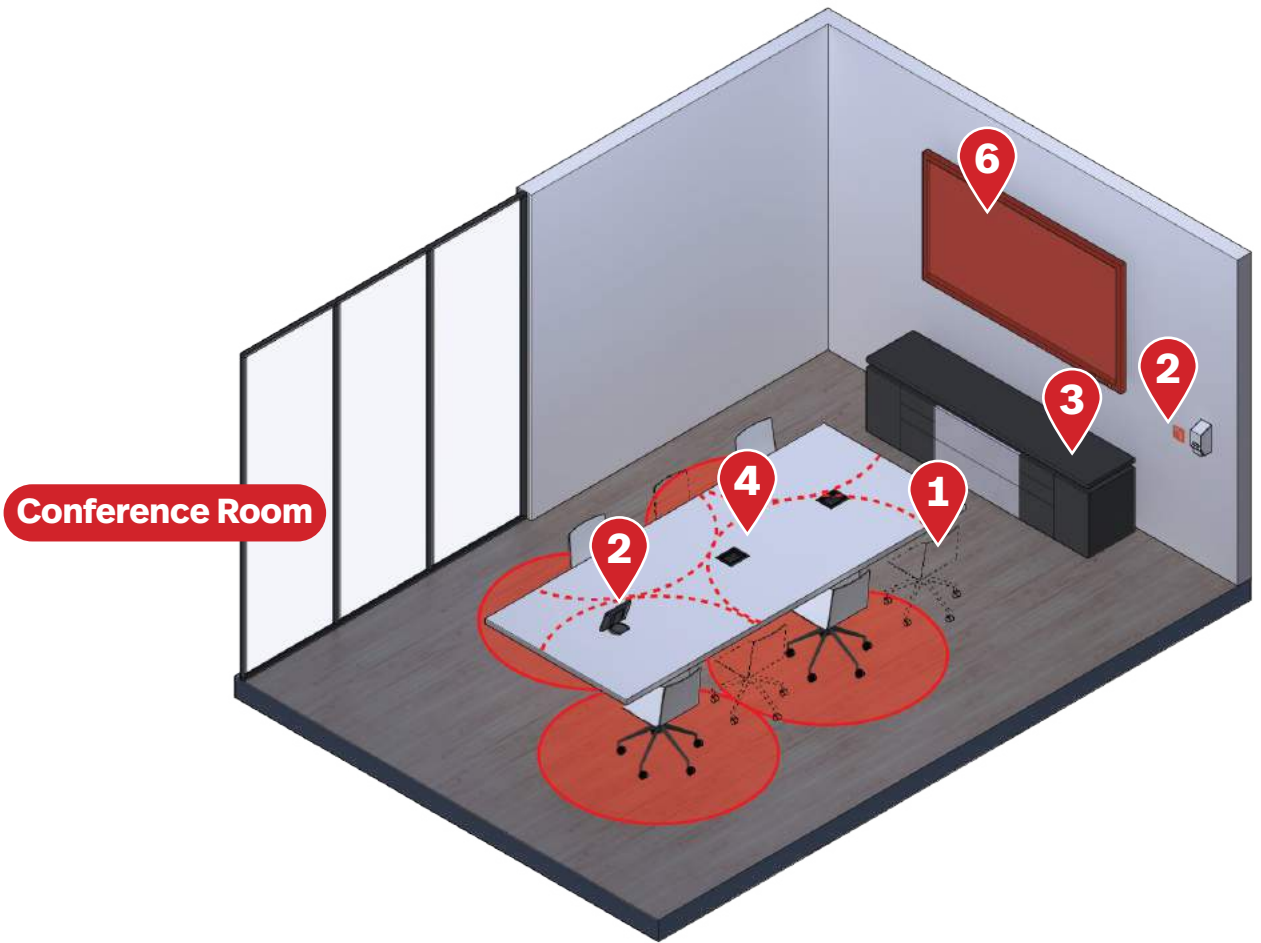
Meeting Rooms

The following **behavioral and space considerations** should be observed when in this space type:

- 1 Limit Room Capacity**
Provide fewer seats, or mark/block off extra seats, to ensure 6' healthy distancing.
- 2 Sanitize AV Equipment**
Limit contact with AV equipment and controls, and disinfect before and after use.
- 3 Remove Shared Supplies**
Remove whiteboard markers and erasers, and instead distribute to individuals as needed.
- 4 Reallocate Space**
Consider repurposing conference rooms as overflow work or lunch space.
- 5 Leave a Buffer**
End meetings 5-10 minutes early to allow for a staggered transition between meetings.
- 6 Go Virtual**
Encourage video/web conferencing to hold remote meetings (both on and off campus) when possible, and only hold in-person meetings when essential.



Generic floor plan, shown for illustrative purposes only.





Return to the Public Realm

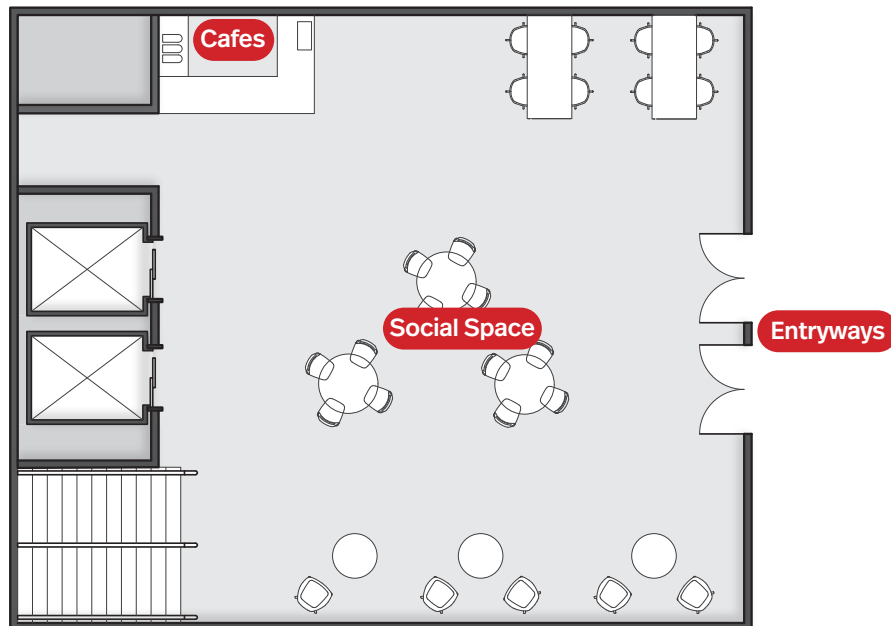
Northeastern students, faculty, staff, researchers, and visitors become a part of our community from the moment they arrive on campus. We will maintain a rich campus environment that supports connection and participation in every aspect of campus life, while maintaining a safe and healthy environment.

III. Return to the Public Realm

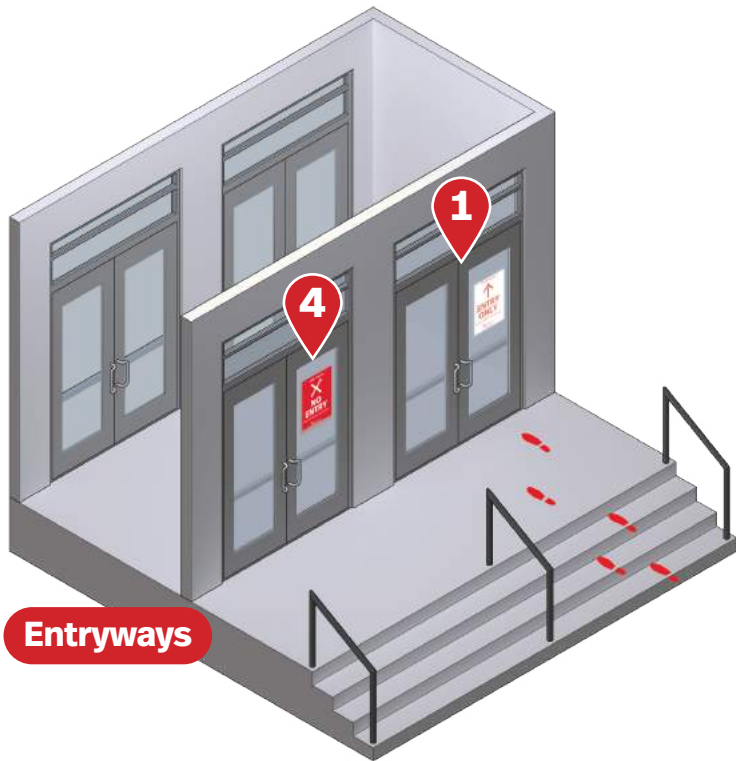
Social Spaces

The following **behavioral and space considerations** should be observed when in this space type:

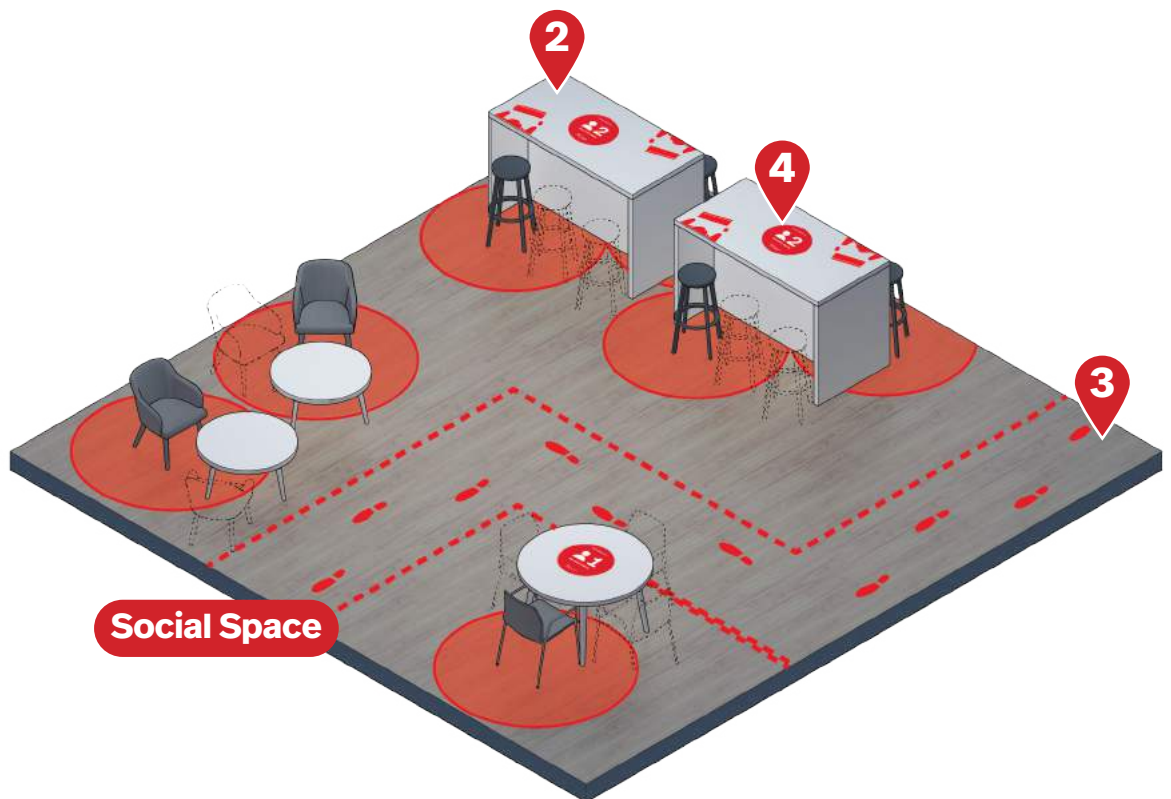
- 1 Keep to the Right**
When entering buildings and circulating through corridors and stairs, keep to the right, unless one-way circulation is noted.
- 2 Redistribute Furniture**
Furniture has been rearranged throughout the space to ensure 6' healthy distancing can be met.
- 3 One-way Circulation**
One-way circulation routes have been noted where applicable.
- 4 Follow Posted Signs**
See Appendix 2 for signage that will appear around campus.



Generic floor plan, shown for illustrative purposes only.



Entryways



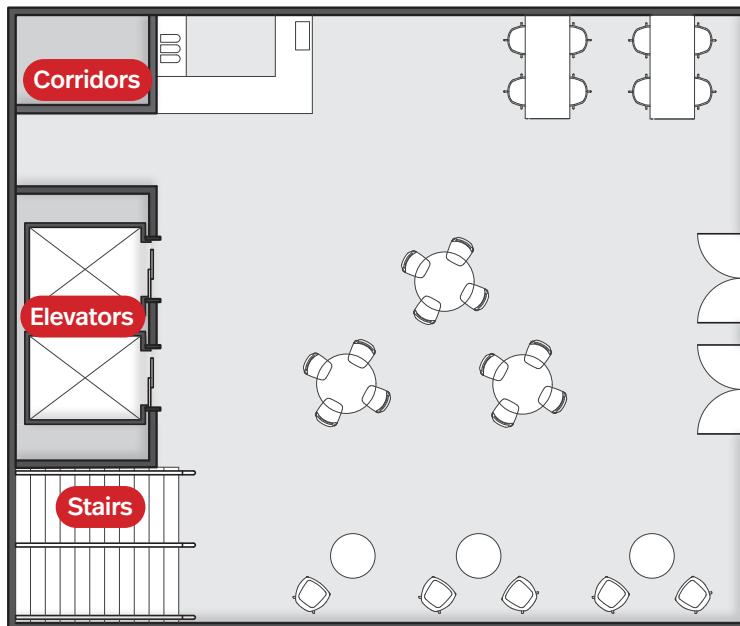
Social Space

III. Return to the Public Realm

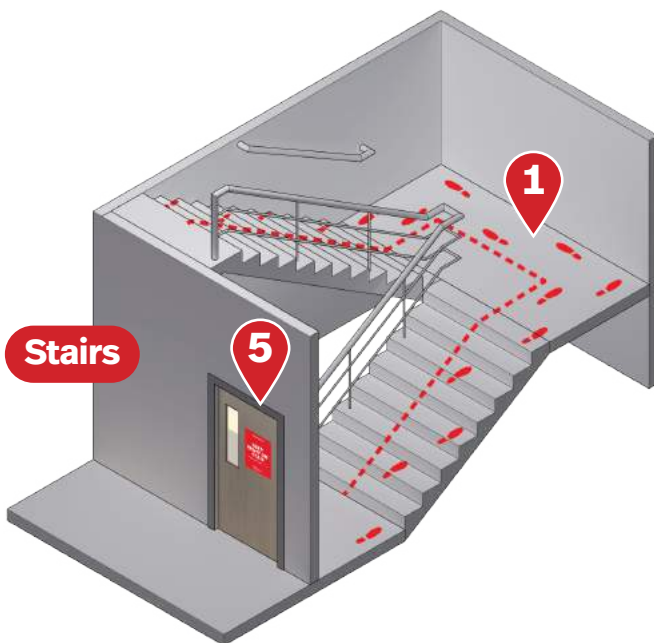
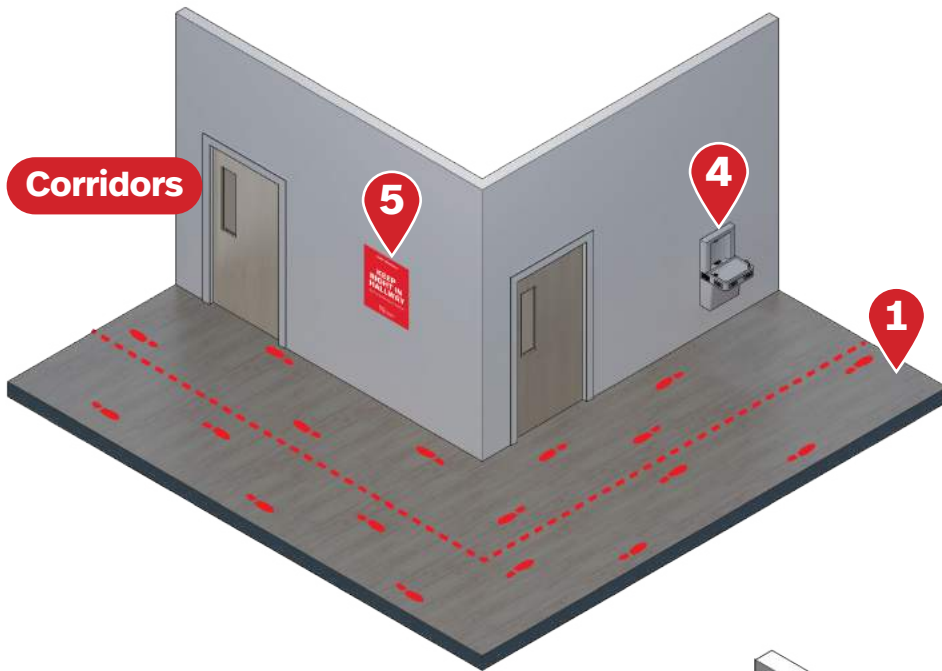
Circulation

The following **behavioral and space considerations** should be observed when in this space type:

- 1 Keep to the Right**
When entering buildings and circulating through corridors and stairs, keep to the right, unless one-way circulation is noted.
- 2 One-way Circulation**
One-way circulation routes have been noted where applicable.
- 3 Limit Elevator Capacity**
Allow only one person per elevator at a time, unless otherwise indicated.
- 4 Wait Respectfully**
Allow those using the elevator and water fountains enough space to maintain 6' healthy distancing. Follow posted signage indicating where to wait.
- 5 Follow Posted Signs**
See Appendix 2 for signage that will appear around campus.



Generic floor plan, shown for illustrative purposes only.





Return to Learning

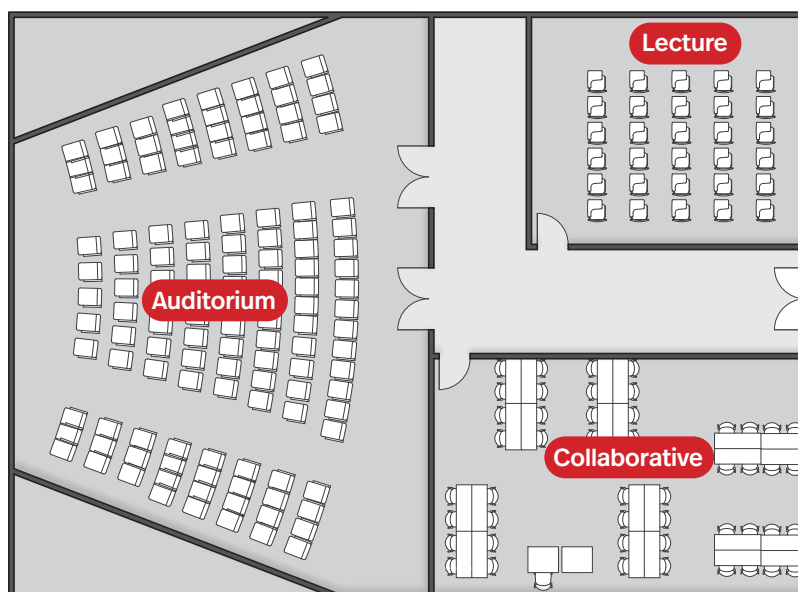
Learning is the foundation of the University, and how we learn impacts everything we do. As a community, we need to rethink how we can create a safe and healthy environment for those in pursuit of knowledge. The classroom environment will continue to play an important role in learning and discovery. By creatively addressing hybrid strategies, alternative scheduling, and layouts that allow for healthy distancing, we can continue to create a safe, healthy, and engaging environment for world-class teaching and learning.

IV. Return to Learning

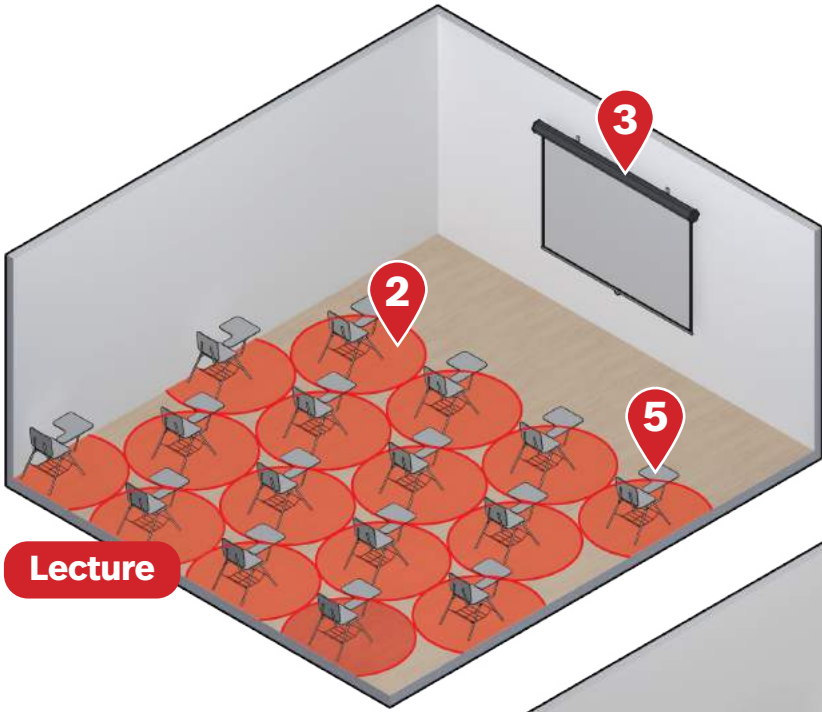
Classrooms

The following **behavioral and space considerations** should be observed when in this space type:

- 1 Limited Room Capacity**
Fewer seats will be provided, and smaller in-person sections scheduled, to ensure 6' healthy distancing.
- 2 Space Between Desks**
Keep desks & chairs spaced out to ensure 6' healthy distancing can be maintained.
- 3 AV Usage**
New AV setups have been installed in a portion of the rooms on campus as part of the NUFlex program, to allow remote learners to better participate in class sessions.
- 4 Wear Masks**
Masks must be worn throughout the duration of classes.
- 5 Clean Your Workstation**
Please wipe down your chair and table before and after class with provided cleaning supplies.
- 6 Respect Designated Seating**
Chairs that cannot be occupied while maintaining healthy distancing may be blocked off with a sash or sticker. Please respect these measures and sit elsewhere.



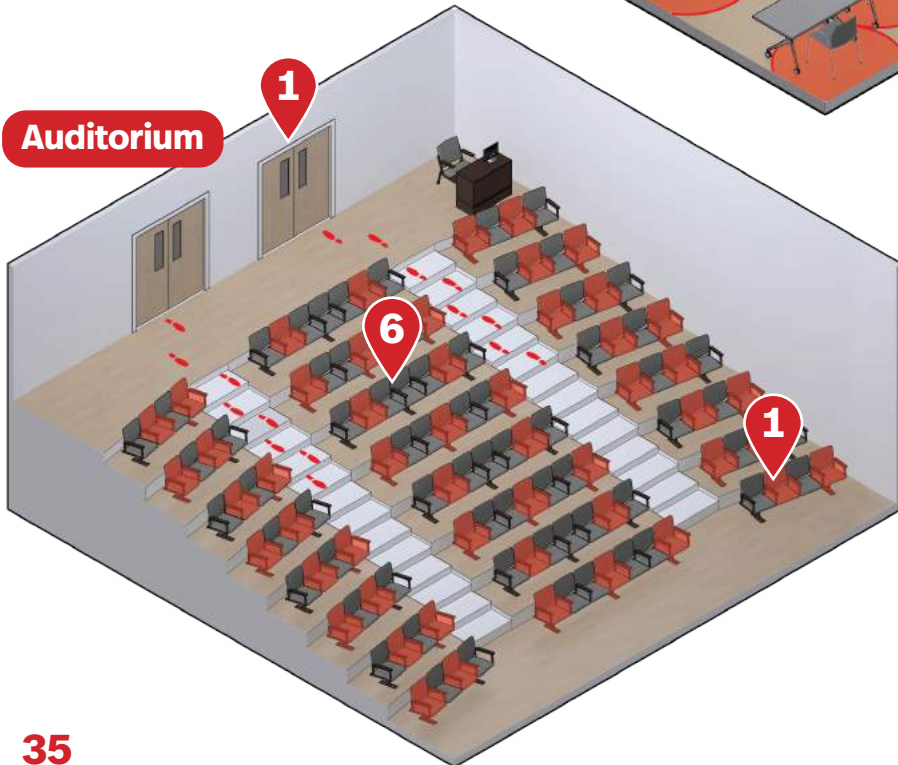
Generic floor plan, shown for illustrative purposes only.



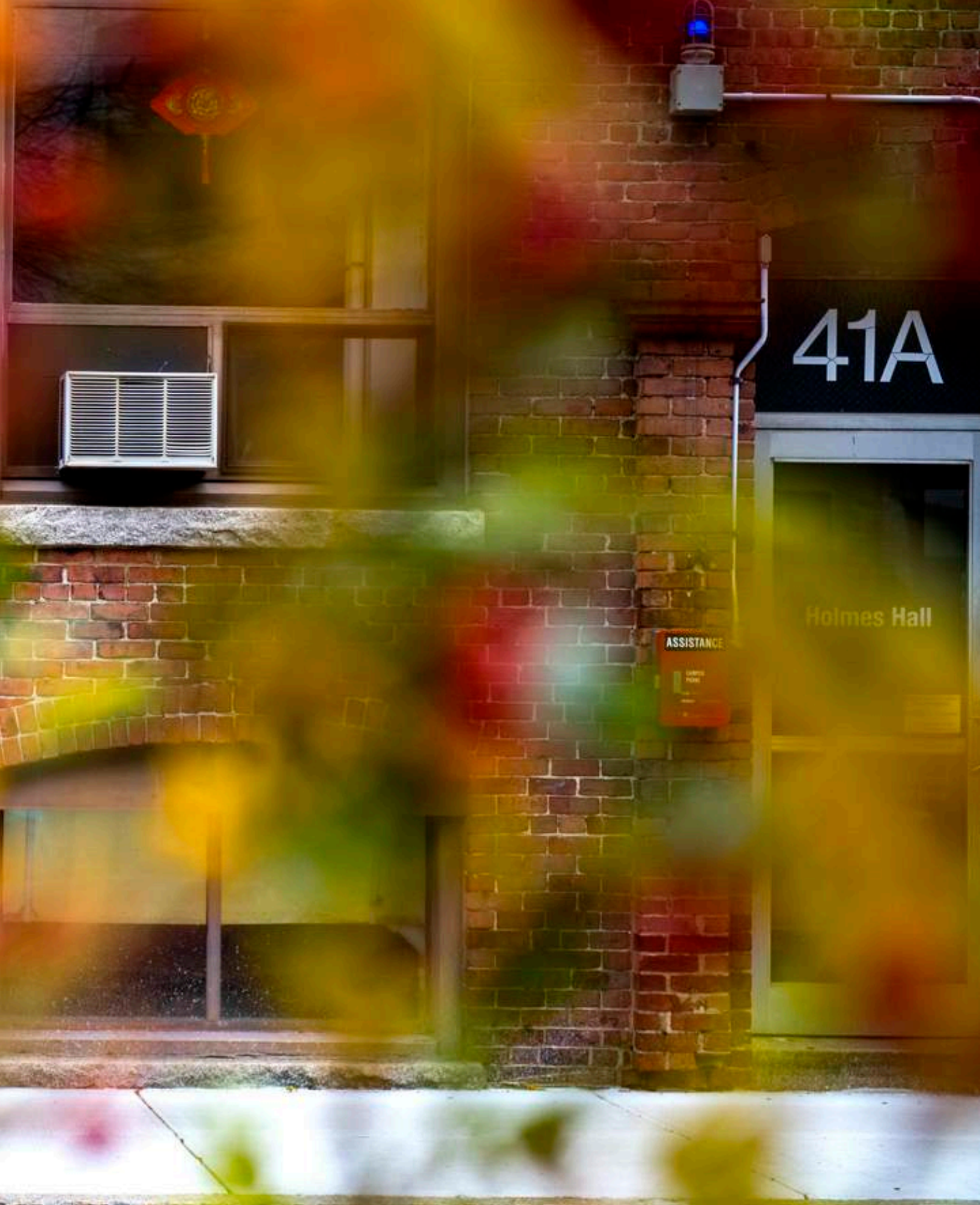
Lecture



Collaborative



Auditorium



41A

Holmes Hall

ASSISTANCE

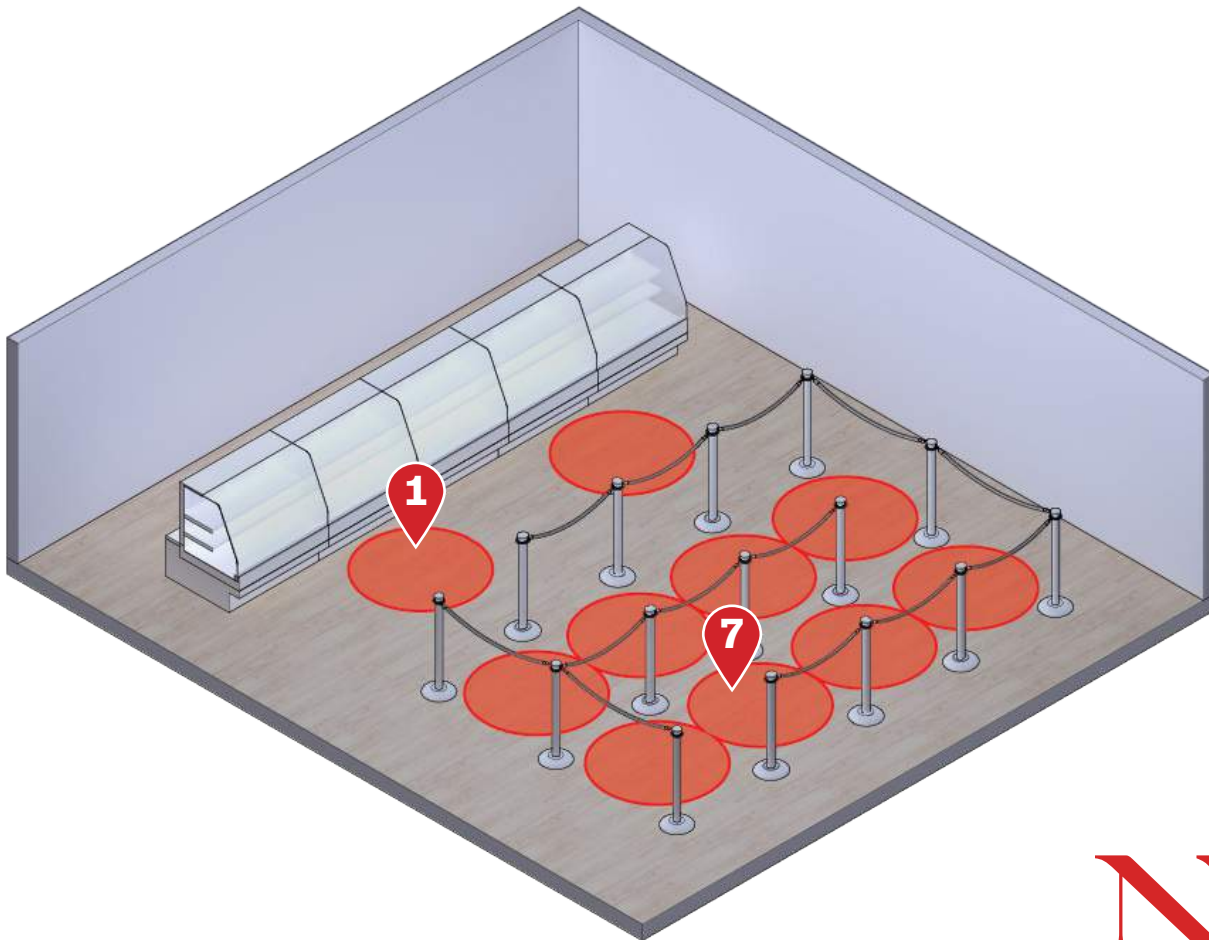
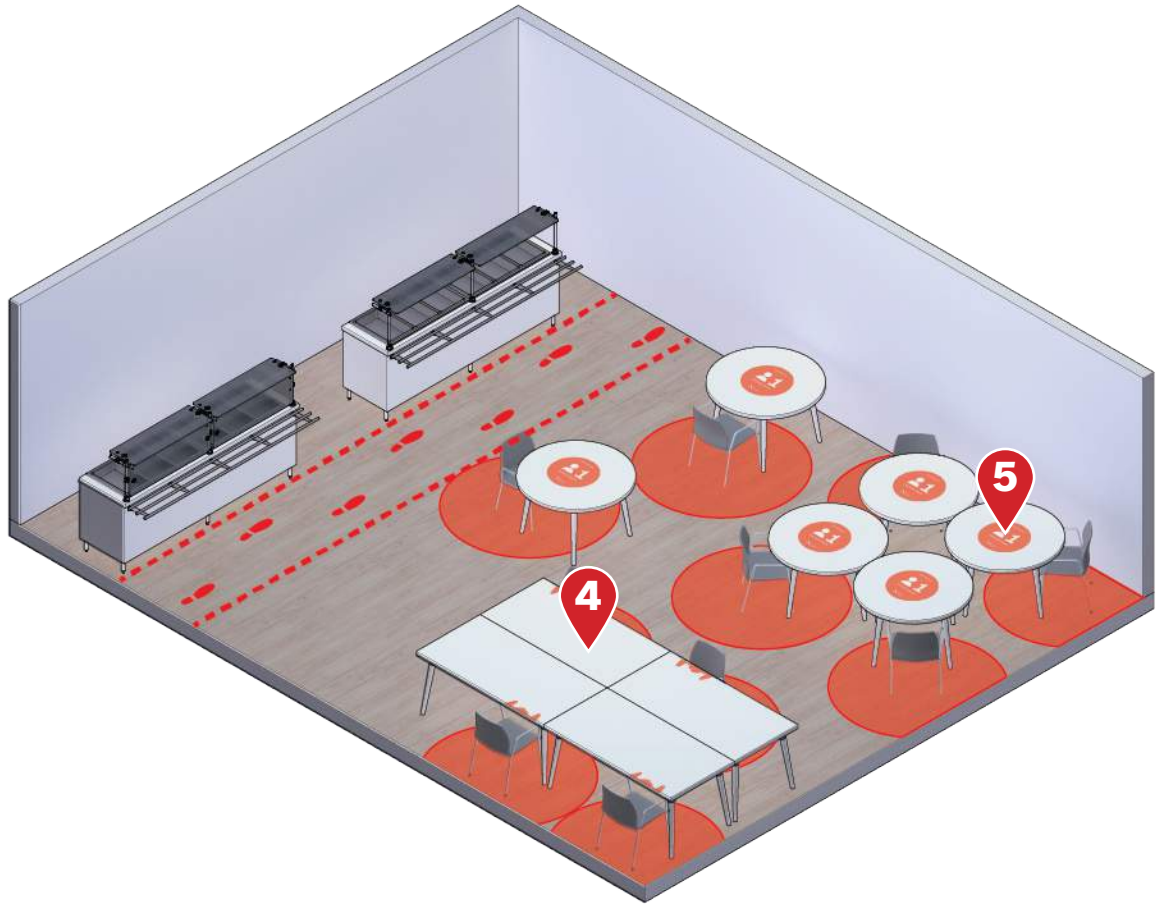
Return to Campus Life

Northeastern's campus inspires exploration, learning, and growth in and out of the classroom. We commit to maintaining that vibrancy and sense of place that promotes togetherness, while assuring a safe and healthy environment for all members of the community.

Dining

The following **behavioral and space considerations** should be observed when in this space type:

- 1 Maintain Healthy Distancing**
Maintain 6' distancing between individuals at all times while eating. Avoid eating anywhere in the path of travel. (Lobbies, corridors, outdoor paths, etc.)
- 2 Alternative Dining Options**
Traditional seating will be available at some dining facilities, while Grab-and-Go meals will be served from others. Outdoor tents have been made available for overflow seating.
- 3 Wear a Mask**
Masks must be worn at all times, except when eating at a table. This includes traveling through the dining halls and while waiting in line.
- 4 Dining Areas**
Only eat in areas specifically designated for eating, which are marked as such.
- 5 Follow Posted Signage**
Adhere to posted signage, including capacity limits at tables and directional signage.
- 6 Consider Your Options**
Do not enter a dining facility if you are not feeling well. Consider other options including delivery.
- 7 Queue Safely**
Be aware of your surroundings, and leave space to keep yourself and others safe when waiting in line and traveling through dining halls.

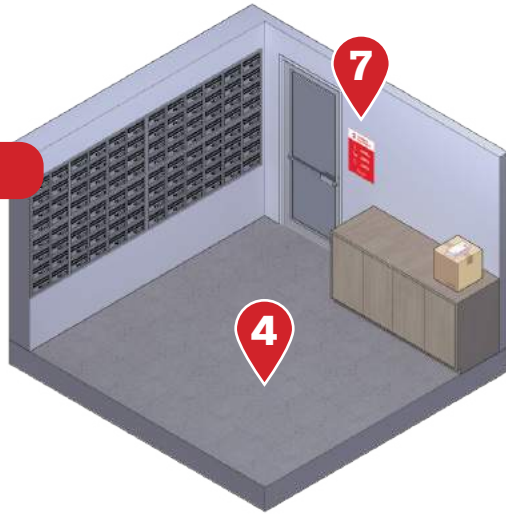


Residence Facilities

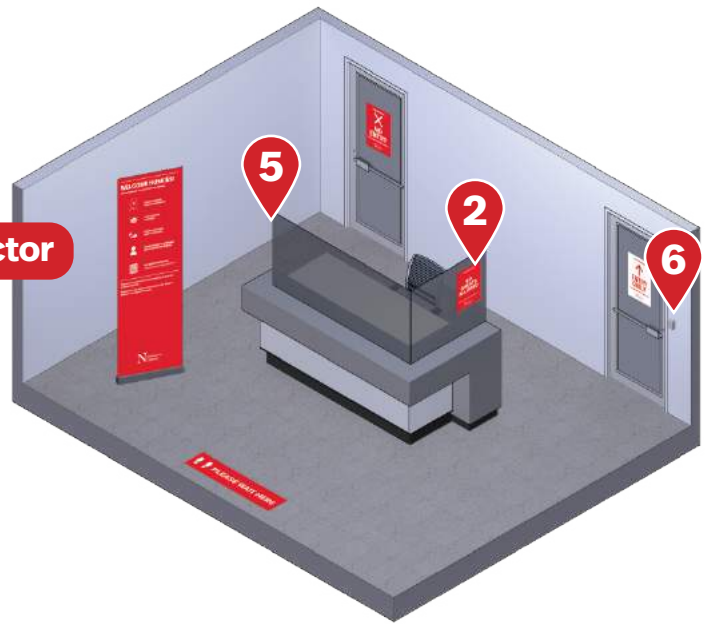
The following **behavioral and space considerations** should be observed when in this space type:

- 1 Limited Occupancy**
Dorm occupancy has been reduced to encourage healthy distancing.
- 2 Visitors**
Visitors will not be permitted access to residence facilities.
- 3 Move-In**
Student move-in will take place over 11 days to reduce density.
- 4 Wear Masks**
Masks must be worn at all times in hallways, common spaces, and restrooms.
- 5 Proctor Stations**
Proctor stations will have a plexiglass barrier, and proctors will be required to wear masks, screen their health, and sanitize their stations frequently.
- 6 Husky ID**
The CBORD mobile app can be used for contactless entry.
- 7 Shared Amenities**
Laundry rooms and mailrooms will have posted occupancy limits. Laundry rooms will have options for mobile payment. Study spaces will have occupancy limits with decals to promote healthy distancing.
- 8 Cleaning & Sanitation**
Facilities will clean common spaces daily, and high-touch surfaces 3x per day. In first year residences, common restrooms will be cleaned 3x per day. Students living in upperclass residences will be provided with a starter cleaning kit at move-in. Shared restrooms should be treated as high-touch surfaces & cleaned daily.

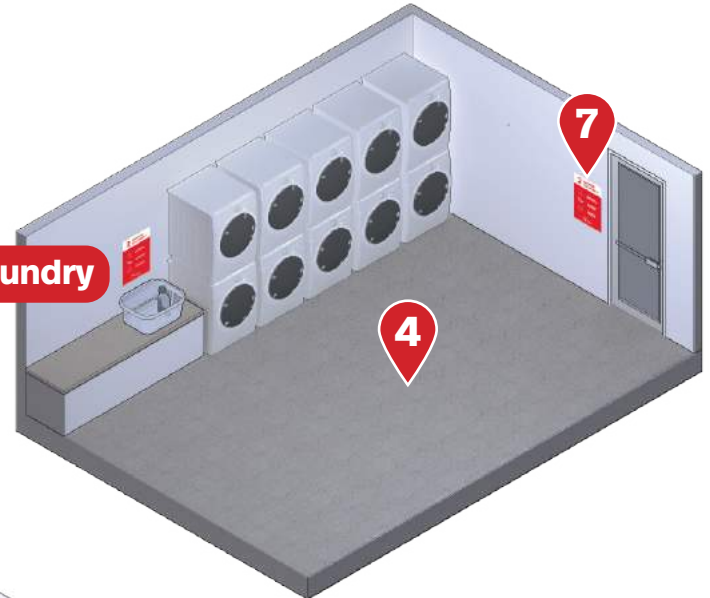
Mail



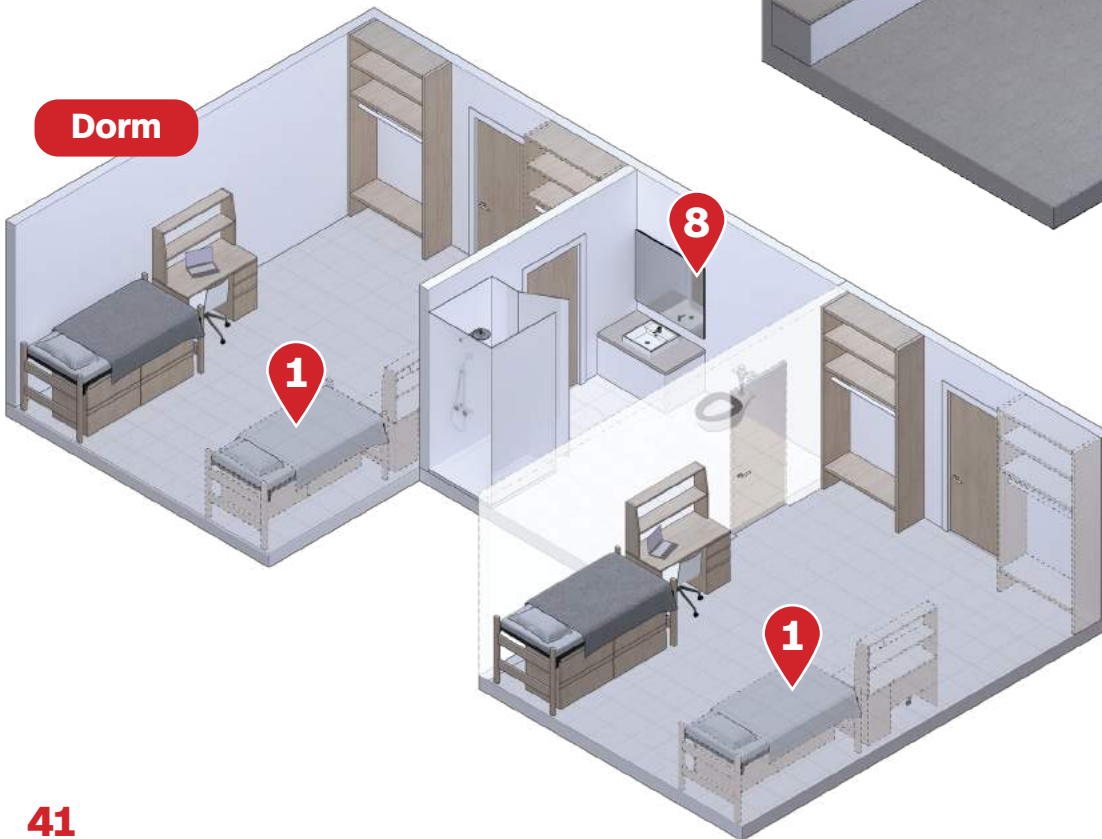
Proctor



Laundry



Dorm



Athletic Facilities

The following **behavioral and space considerations** should be observed when in this space type:

- 1 Locker Rooms**
Locker and shower use is prohibited. Please keep your belongings with you at all times.
- 2 Wipe Down Equipment**
Wipe down before and after use.
- 3 Shared Equipment**
Do not share equipment with others during your scheduled time.
- 4 Avoid Gathering**
Do not congregate in hallways, workout areas, or locker rooms.
- 5 Drinking Fountains**
Water fountains have been turned off where possible, and should not be used.
- 6 Chalk**
Chalk is not permitted.
- 7 Spotting**
No spotting is available. Adjust the intensity of your workout to maintain safe lifts.

Athletic Facilities

The following **behavioral and space considerations** should be observed, along with all guidance provided by the MA Safety Standards for events:

Hygiene Protocols:

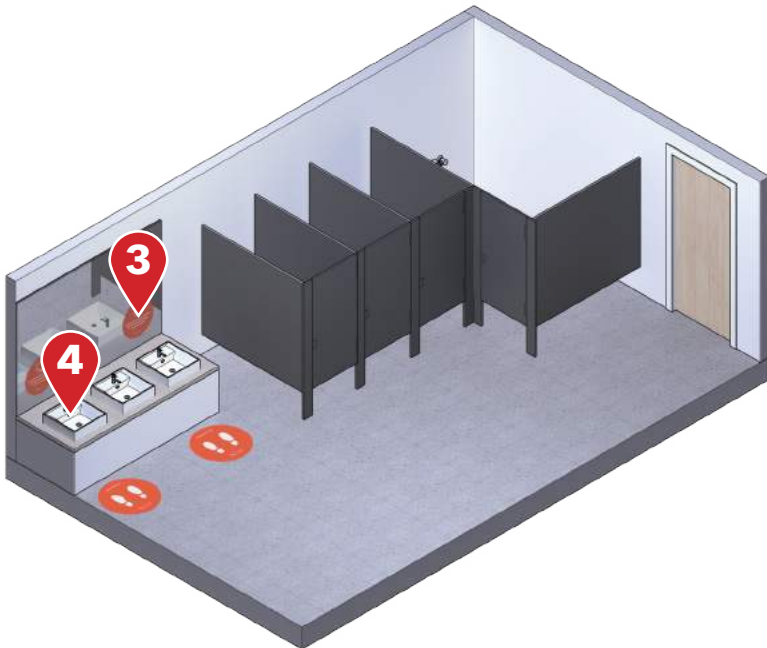
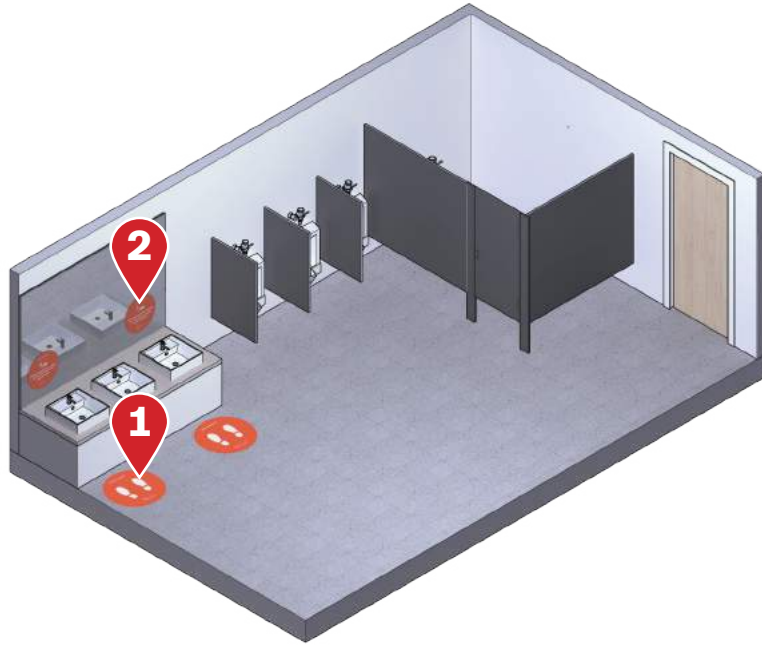
- CDC Guidelines requires 14' between pieces of equipment
- Please minimize foot traffic between equipment and remain on walking paths.



Restrooms

The following **behavioral and space considerations** should be observed when in this space type:

- 1 Practice Healthy Distancing**
Stay 6' away from others while in the facility
- 2 Follow Signage**
Follow posted floor decals to maintain healthy distancing while using sinks, etc.
- 3 Follow Handwashing Protocol**
Per posted signs, follow proper handwashing protocol.
- 4 Fixtures & Accessories**
Fixtures & accessories (soap, paper towel dispensers, etc) are attempting to be converted to touchless. Hand dryers will be disabled.



Authorized Requesters

Authorized Requesters can submit SCPRs, and complete Workplace Reopening Checklists on behalf of their departments.

| | |
|--|---|
| Advancement | Tim Kenneally |
| Athletics | Marshall Foley Pamela Wetherbee-Metcalf |
| Bouve College of Health Sciences | Milan Granillo Carmen Sceppa Roy Schifilliti Brian Shockley |
| Campus Planning & Real Estate | Lissa O’Meally Jeannine Powers |
| CFO’s Office | Erica Machut Maureen Timmons |
| Chancellor’s Office | Marina Macomber Maura Mahoney Clare Martin Amy Molway Brian Murphy Clinton Kristen Gilbert |
| College of Art, Media & Design | Mary Corluka Thomas Michael |
| College of Engineering | Jacqueline Isaacs Michael Jocelyn Gina O’Brien-McLelland |
| College of Professional Studies | Nakisha Ertha Michael Gladstone |
| College of Science | Sam Inman Chris Kelly Abigail Rebollo Settenah Savoy |
| College of Social Sciences and Humanities | Evan Cutelis Kathleen Kenney Elizabeth Rioux |
| Commencement Office | Linda Bekerian |
| Community Affairs | Regi Minichello John Tobin |
| D’Amore McKim School of Business | Kelly Lyons Maureen Underhill |
| Environmental Health & Safety | Jack Price |

| | |
|------------------------------------|---|
| External Affairs | Clare Horn Gregory Houghton |
| Facilities Management | Joe Lalley Catherine Walsh |
| General Counsel's Office | Regina Minichello |
| Global Resiliency Institute | Angie Valencia |
| Human Resources | Stephanie Sheline |
| ICBM Burlington | Peter Boynton Rachel Spiller |
| ITS | Ehrika Tourigny |
| Khoury College | Gregory Smith Eric Woods |
| Library | Ethan Bren Tracey Harik |
| President's Office | Sandra Shelton |
| Provost's Office | David Luzzi Thomas Sheahan Eric Stewart |
| School of Law | Lydia Lafionatis John Reilly |
| University Police | Michael Davis Sue Du Brava |



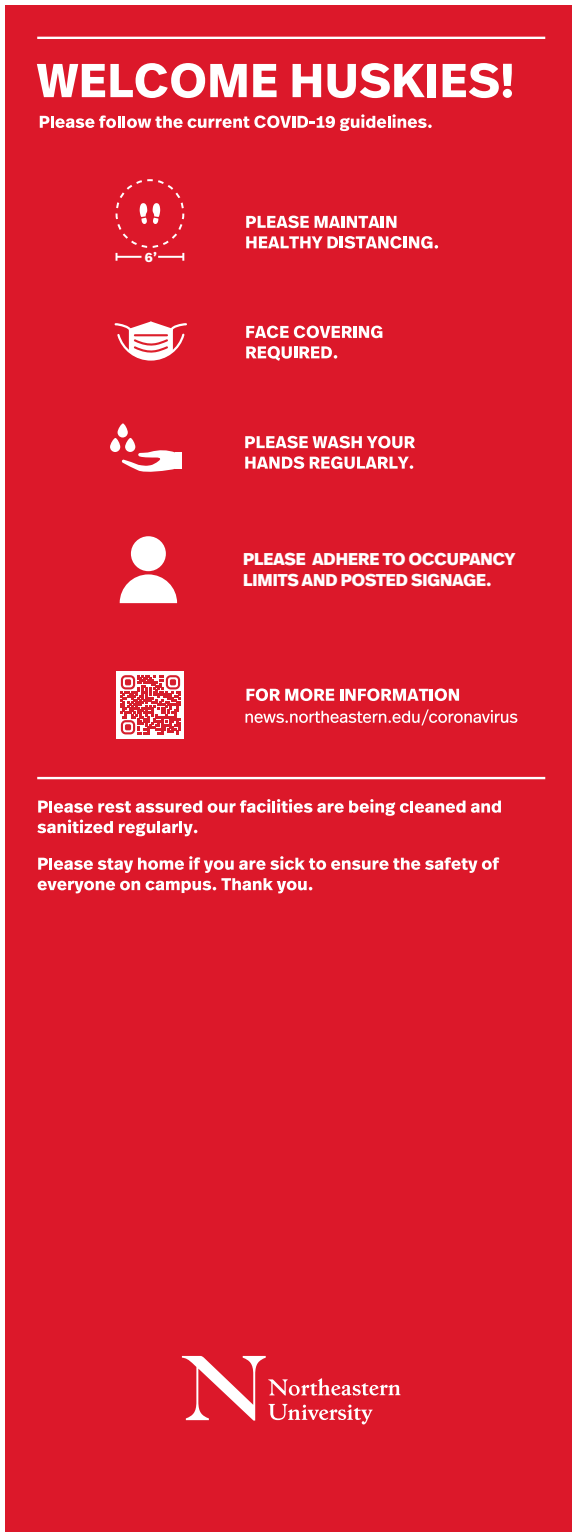
Appendix 2.

Campus Signage

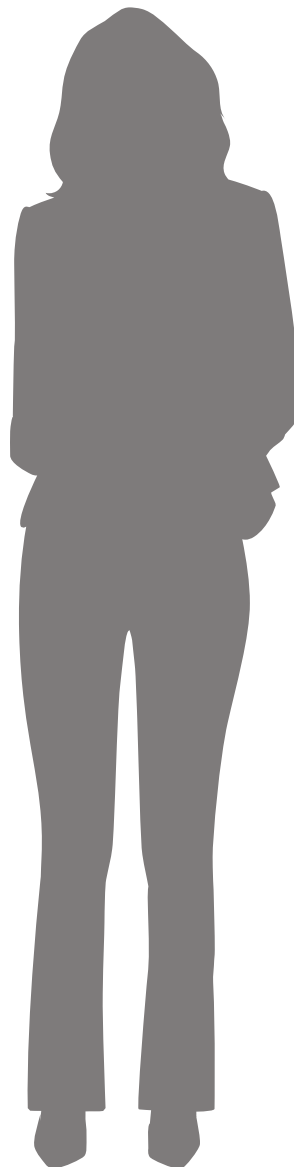
As we return to campus, new signage will be in place to help encourage behaviors related to healthy distancing. Northeastern has diligently explored the use of signage in an attempt to educate the community in the safest way to enter & exit buildings, circulate through stairs and corridors, and maintain healthy distancing as best as possible.

Signage in public campus spaces has already been widely implemented. This signage toolkit is also available for use within office suites and departments on campus, as are custom signs where necessary. Requests for signage can be submitted through the Workspace Reopening Checklist (see page 8-9). By utilizing this signage toolkit, we can maintain a unified effort across campus.

Lobby Banner



Each lobby on campus will have a banner that outlines the Covid-19 Guidelines. The banner will be 30" x 89".



Building Entrances



Entry and Exit signs should be hung at all entrances/exits to buildings on campus.



Elevators



Elevator signage should be posted above the elevator buttons on each floor. Elevators that can safely accommodate two people will have the 2 People per Elevator sign posted.

Wait Lines



Wait Line floor signage will be installed in any location where people need to wait in a line. Signage should be placed 6 feet apart. The graphic measures 6" x 24".

Inside Elevators



One floor vinyl graphic should be placed in each elevator cab. In locations where it is safe for two people in a cab, two vinyl stickers should be applied to the floor. Each sticker measures 2 feet in diameter.

Outside Elevators



Outside each elevator cab will be two graphics, indicating that one should keep the right when entering & exiting.

Circulation



Signage will be posted inside each stairwell and hallway as a reminder to stay to the right and be mindful of healthy distancing.

Hand Sanitizer & Bottle Refill Stations



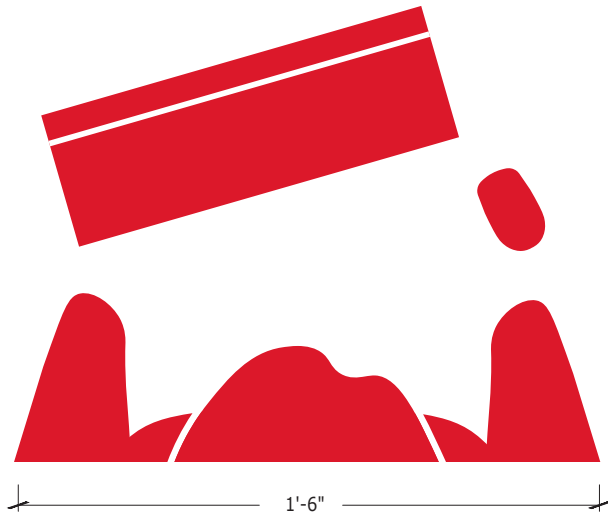
One floor vinyl graphic should be placed in front of each hand sanitizer station and bottle refill station. Each sticker measures 2 feet in diameter.

Table Top Graphics



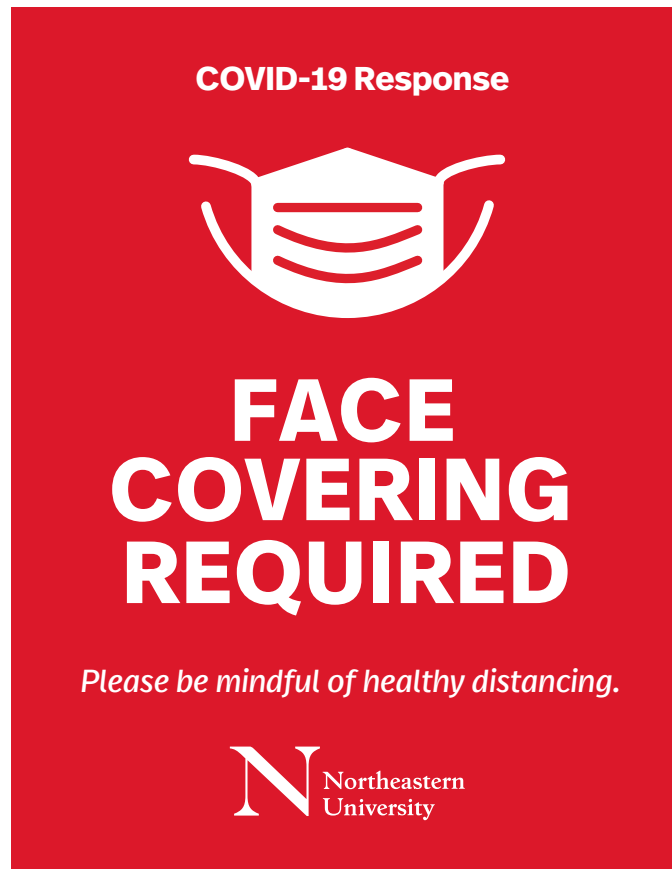
Tables in any public space will each have a sticker applied to the surface that specifies the table occupancy. Two person tables will have an additional graphic applied that shows where people should sit to maintain healthy distancing.

Table Top Graphics



Two person tables will have two silhouette stickers applied to the table top in opposite corners to specify where people can sit to maintain healthy distancing.

Face Covering



Face covering signage can be requested and installed for your space as needed.

Room Occupancy



Occupancy signage can be requested and installed on the doors of conference rooms, or any other limited-capacity space.

Lab Signage

COVID-19 LAB SAFETY PROTOCOL

The maximum
capacity
for this lab is:



This lab
requires:



MASK AND FACE COVERINGS



All researchers and visitors are required to wear a University approved face mask covering the nose and mouth.

Those working with hazardous materials must change masks before leaving the lab.

Facial Coverings may include single-use disposable coverings or cloth coverings that are well-fitted and worn properly.

PERSONAL HYGIENE



Hands should be washed for a minimum of 20 seconds with soap and warm water before AND after:

*Putting on or removing gloves, masks, or goggles.
Using a common instrument or workbench.
Disposing of trash.*

Gloves must be removed and disposed of before leaving the lab.

Goggles, face shields and safety glasses should be disinfected before and after each use.

HEALTHY DISTANCING



All researchers and visitors must maintain a six foot distance from others when possible.

Avoid situations with close proximity.

Designate assigned areas to limit movement through the lab.

EQUIPMENT DISINFECTION



Shared equipment, benches and fume-hoods should be sanitized at the end of each use.

Use disinfectant wipes or a sanitizing solution, following the instructions for minimum dwell time.

Gloves used for cleaning should be discarded immediately after use.



FOR MORE INFORMATION
news.northeastern.edu/coronavirus



Bathroom Signage

COVID-19 Response

 PLEASE MAINTAIN HEALTHY DISTANCING.

 PLEASE WASH YOUR HANDS REGULARLY.

 MASKS MUST BE WORN WHEN APPROPRIATE.

 PLEASE LIMIT TIME IN SHARED SPACES.
PLEASE WAIT OUTSIDE IF FACILITIES ARE FULL.

Please rest assured our facilities are being cleaned and sanitized regularly.



COVID-19 Response



Please wash your hands for 20 seconds with soap & water.



Bathroom signage will be installed throughout campus. Round decals will be posted on mirrors at sink locations.



Wayfinding & Floor Plans

In order to facilitate safe and mindful navigation through campus buildings, the enclosed diagrammatic floor plans illustrate key elements on the ground floors of buildings throughout campus. The diagrams emphasize changes in circulation patterns to comply with healthy distancing, such as: exit only doors, one-way stairwells, and elevator capacity limits. The icons below are represented on the included floor plans, to aid in understanding circulation changes. These plans will be developed for all buildings on campus. Take a moment to look at buildings you plan to visit on campus, and take note of how circulation and navigation may have changed.

In the case of an emergency, posted signs are voided, and normal emergency protocol should take precedence.

Entrances & Exits



Restrooms & Water Closets (WC)



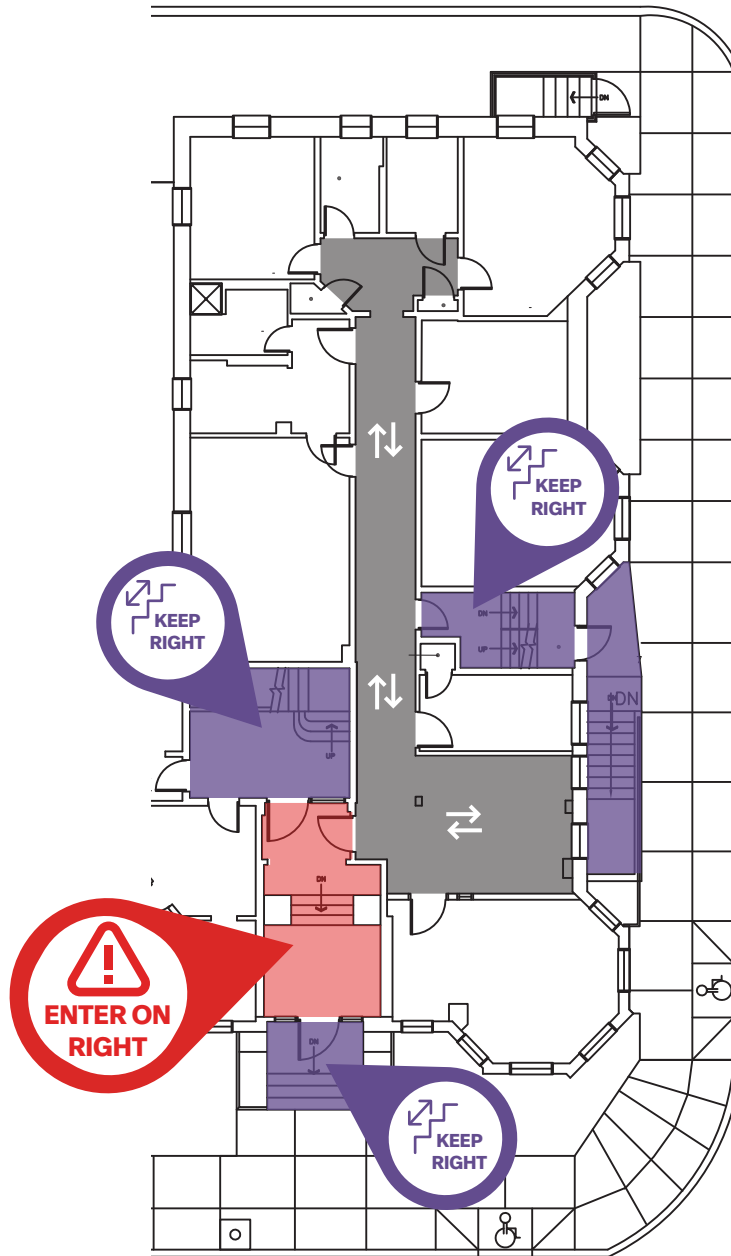
Circulation



Boston Campus

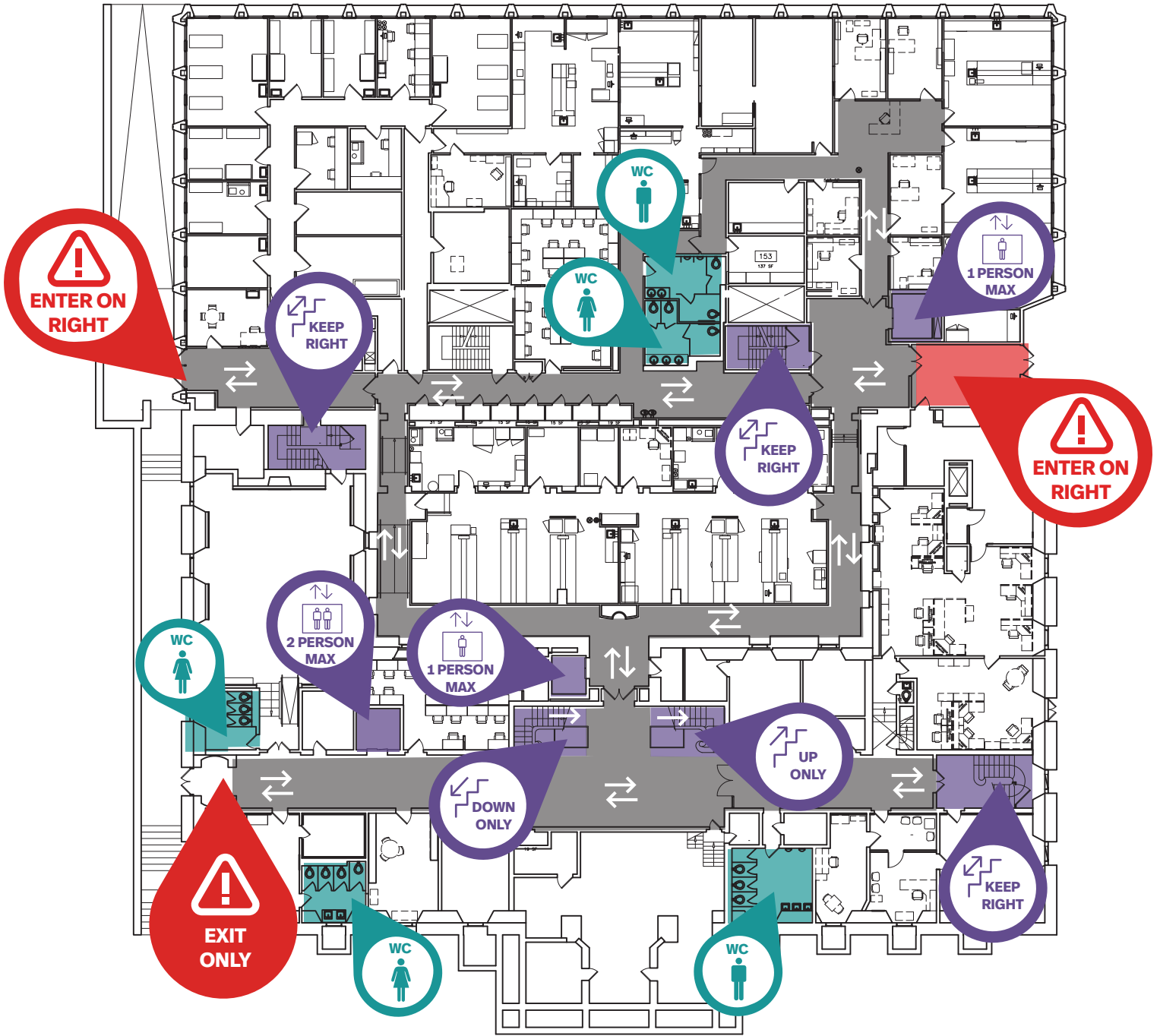
122 St Stephen Street

First Floor



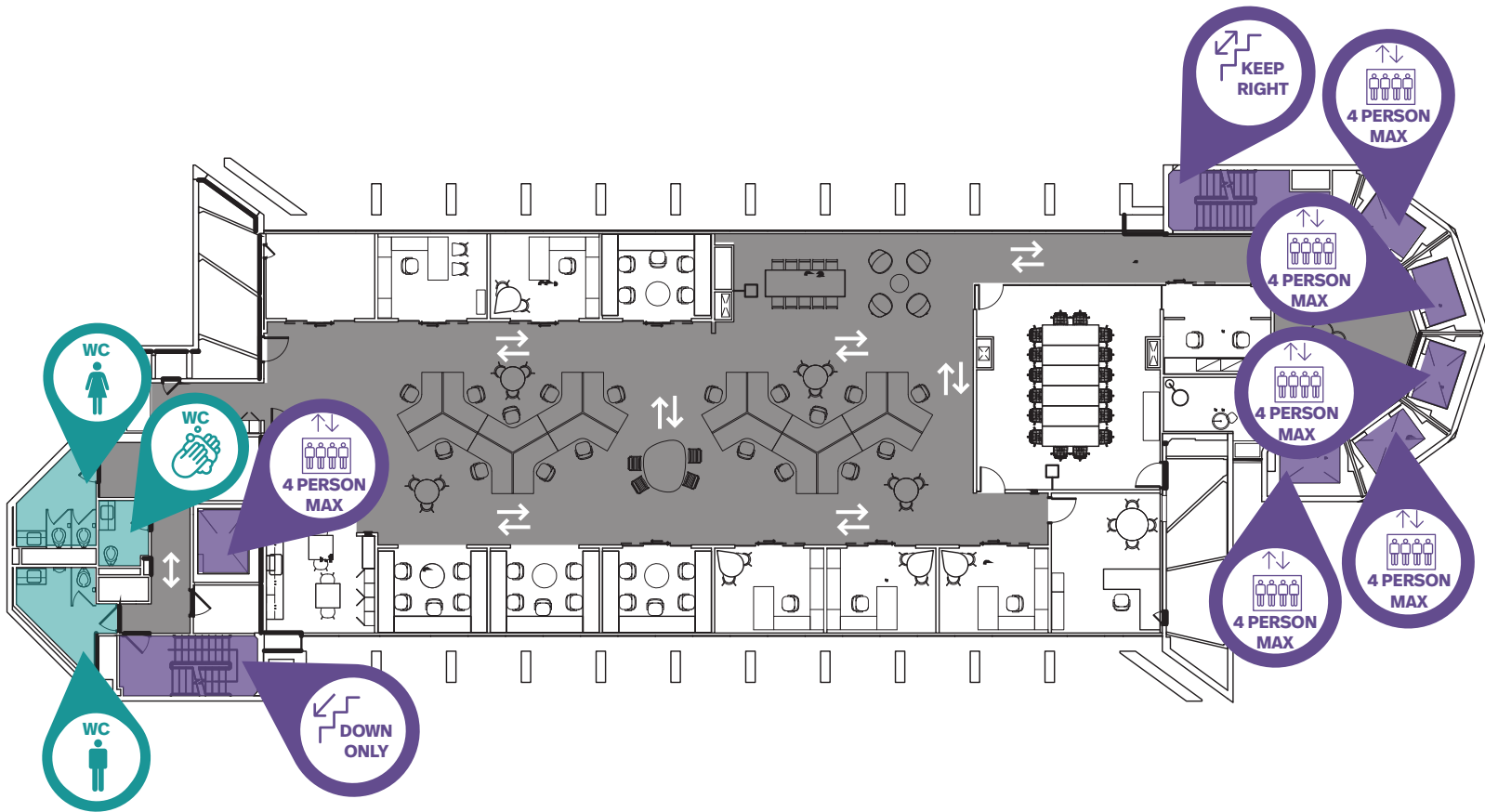
140 The Fenway

First Floor



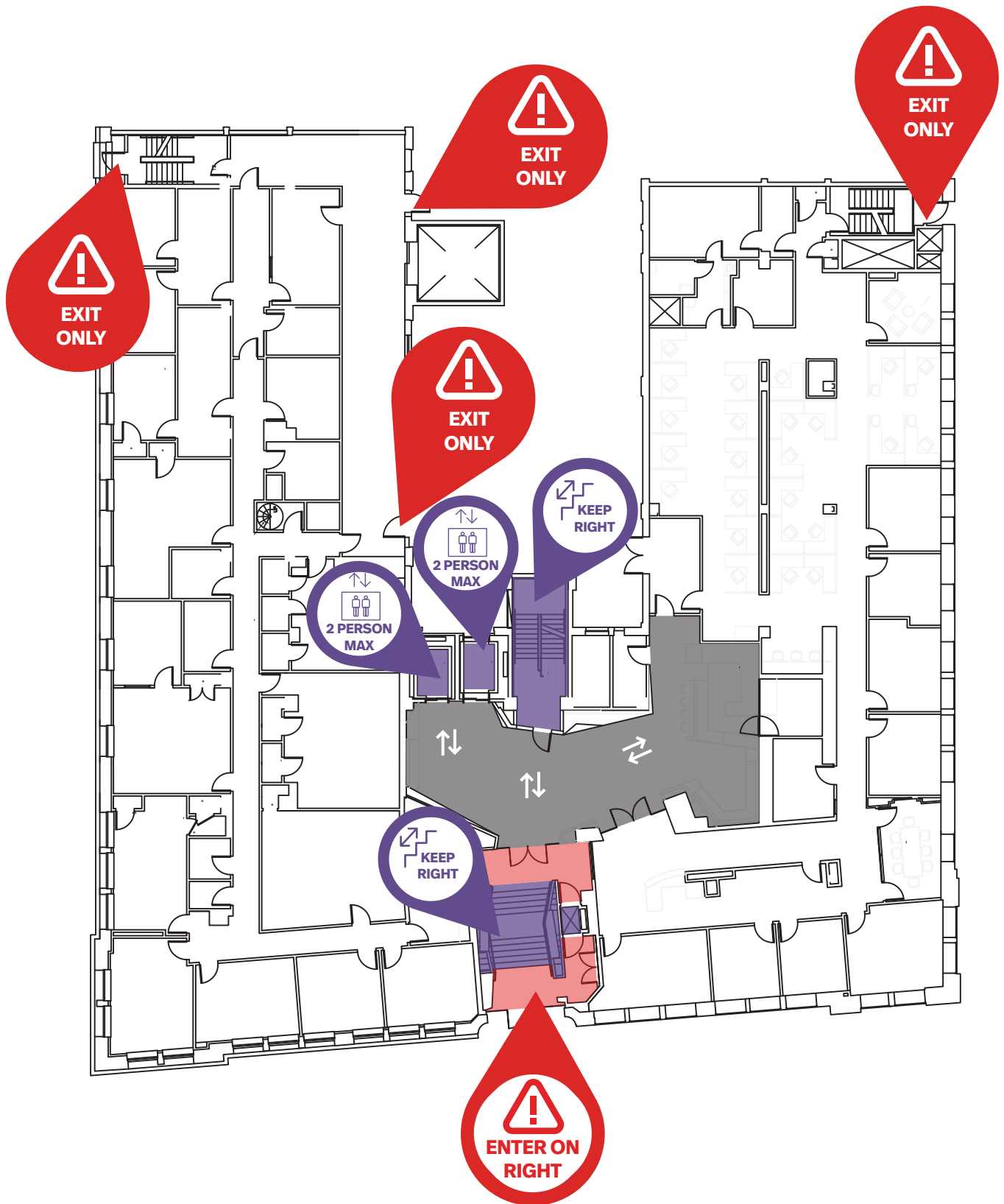
177 Huntington Ave

Typical Floor



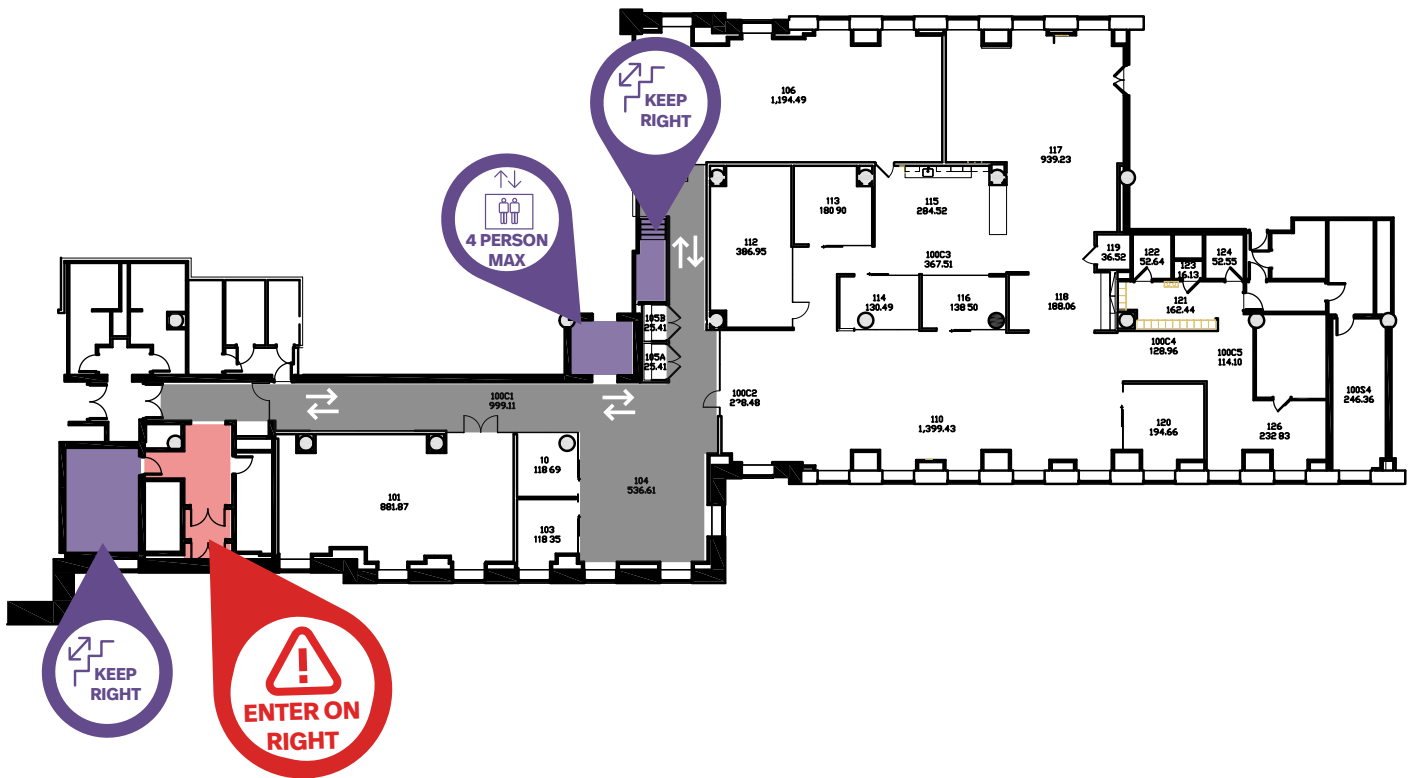
716 Columbus Place

First Floor



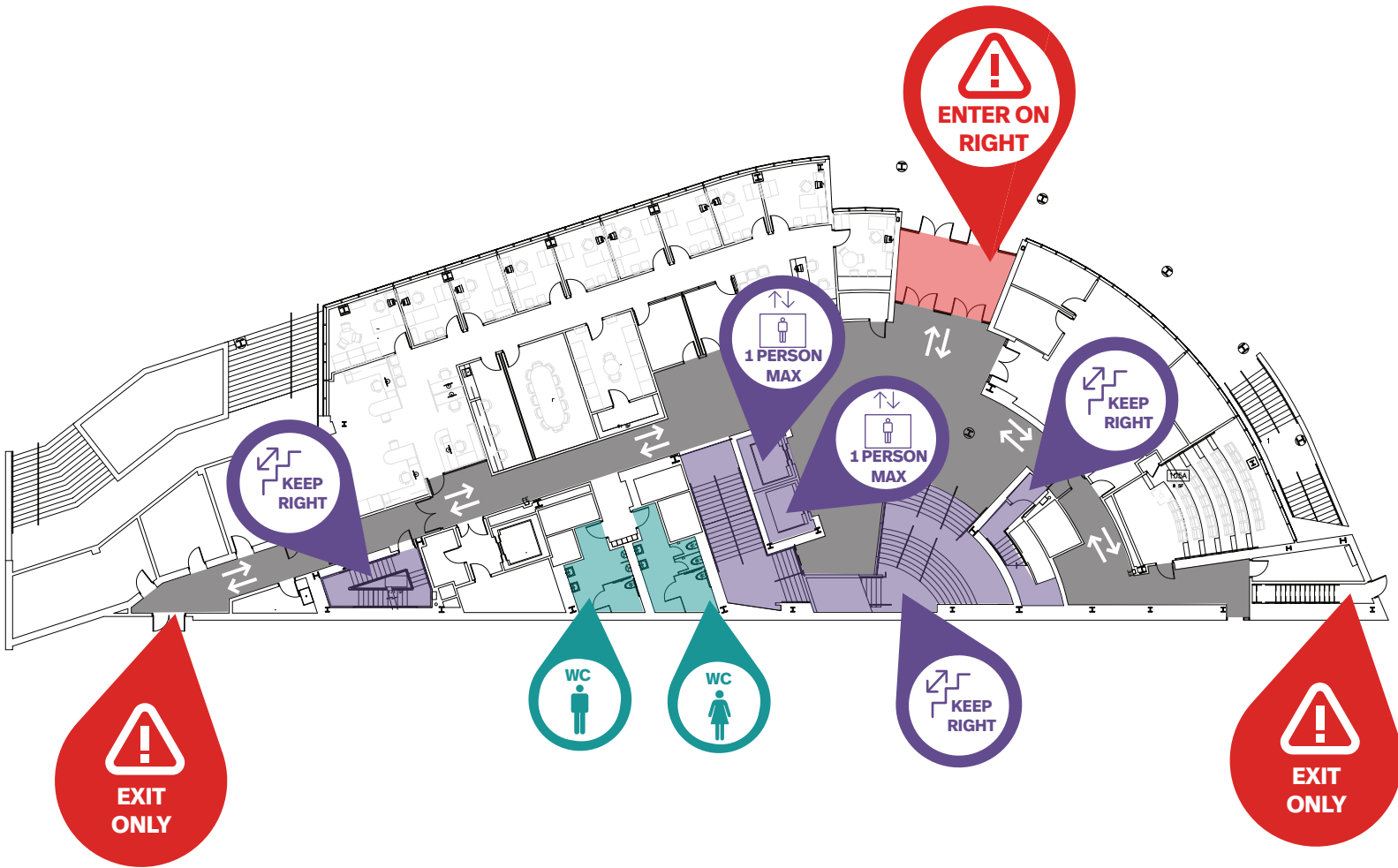
216 Mass Ave

First Floor



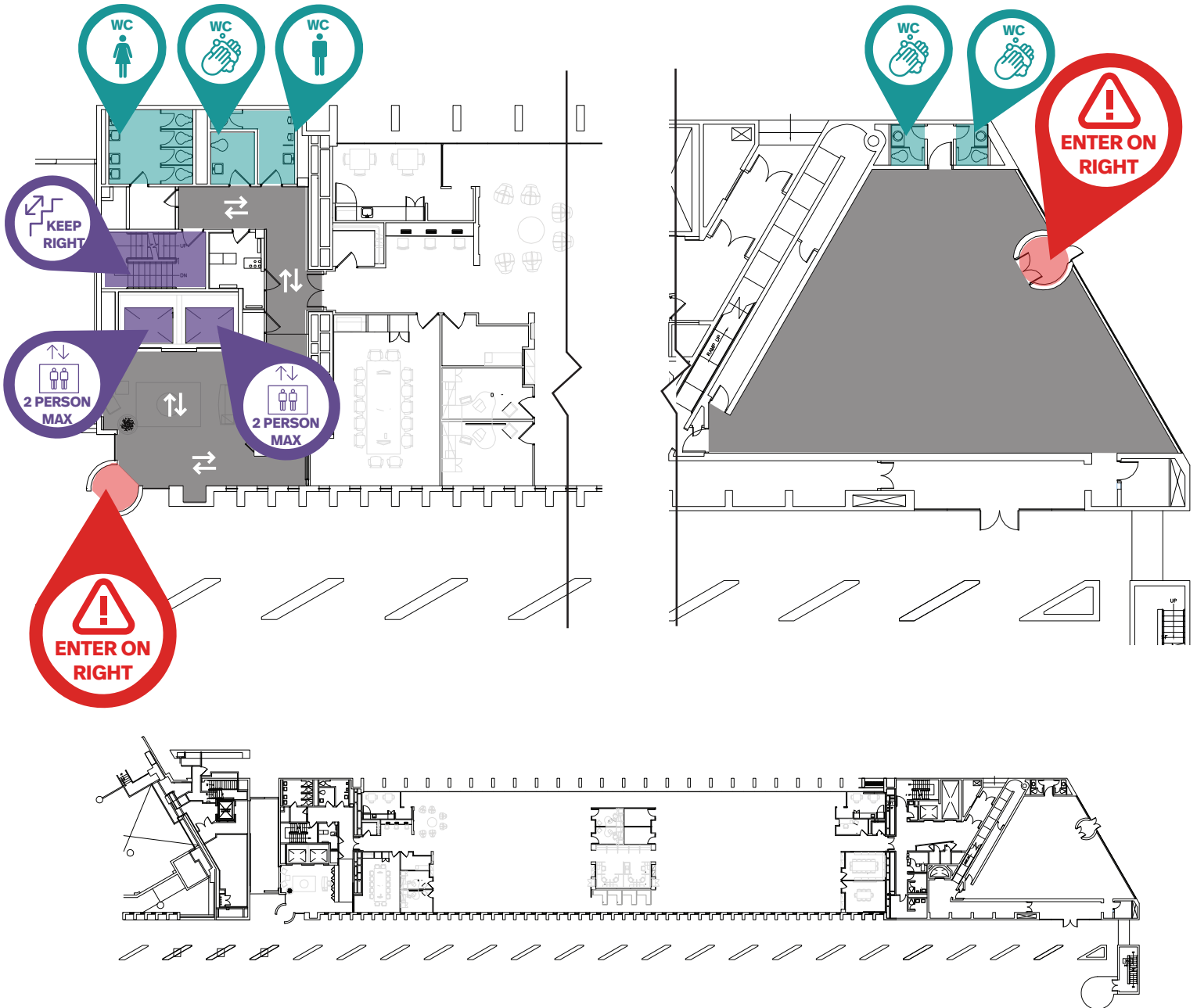
Behrakis Health Sciences Center

First Floor



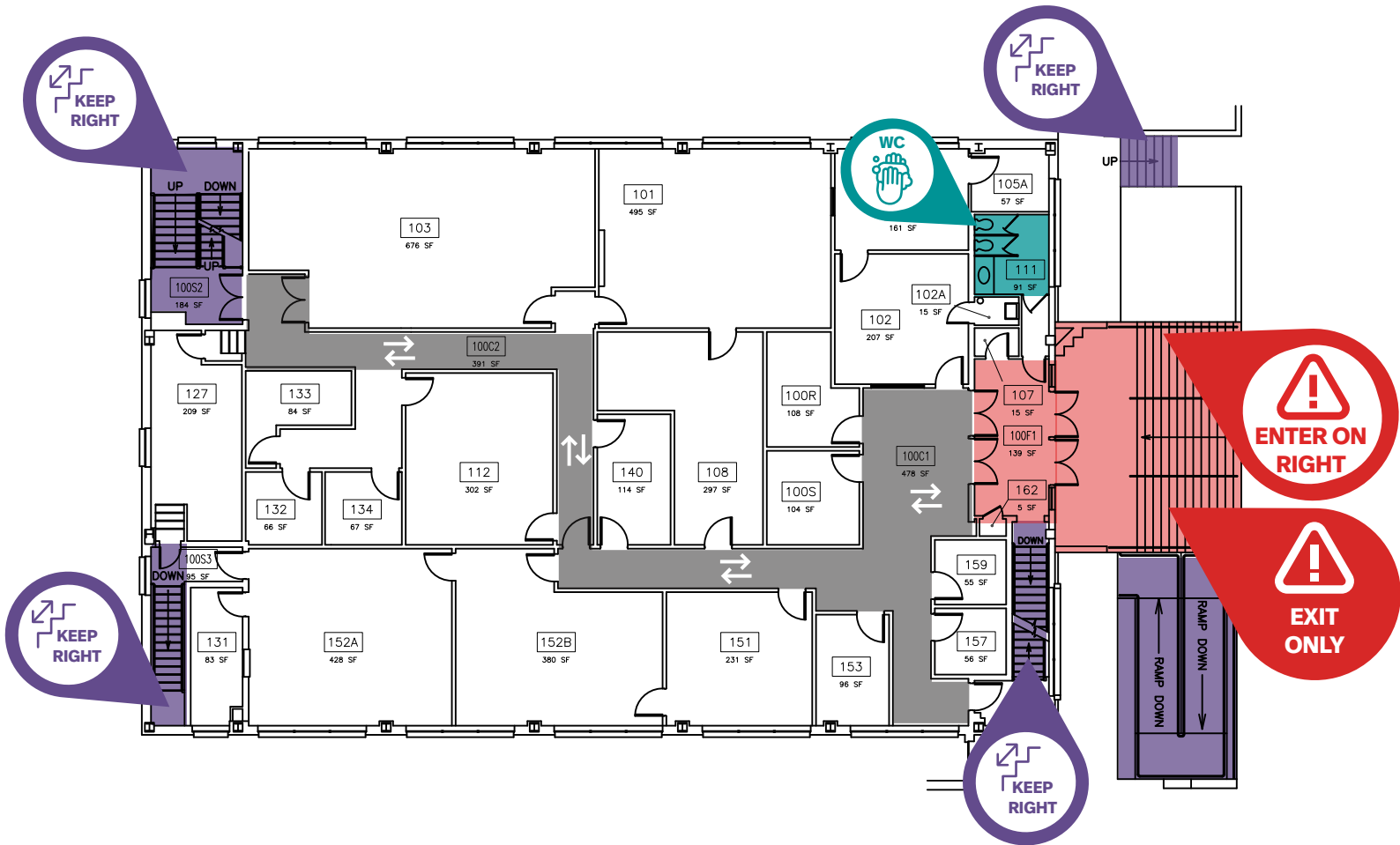
Belvidere

First Floor



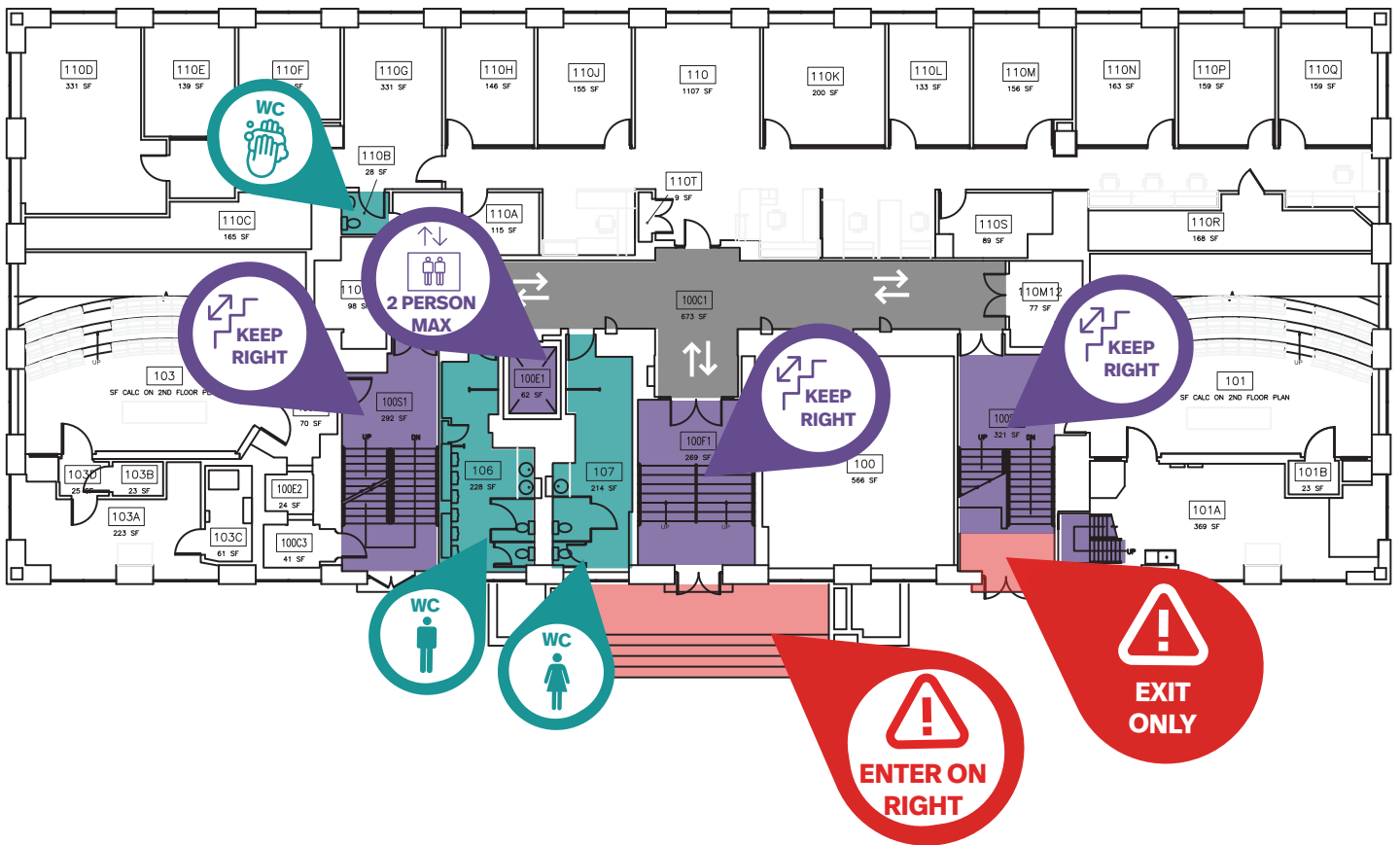
Cargill Hall

First Floor



Churchill Hall

First Floor



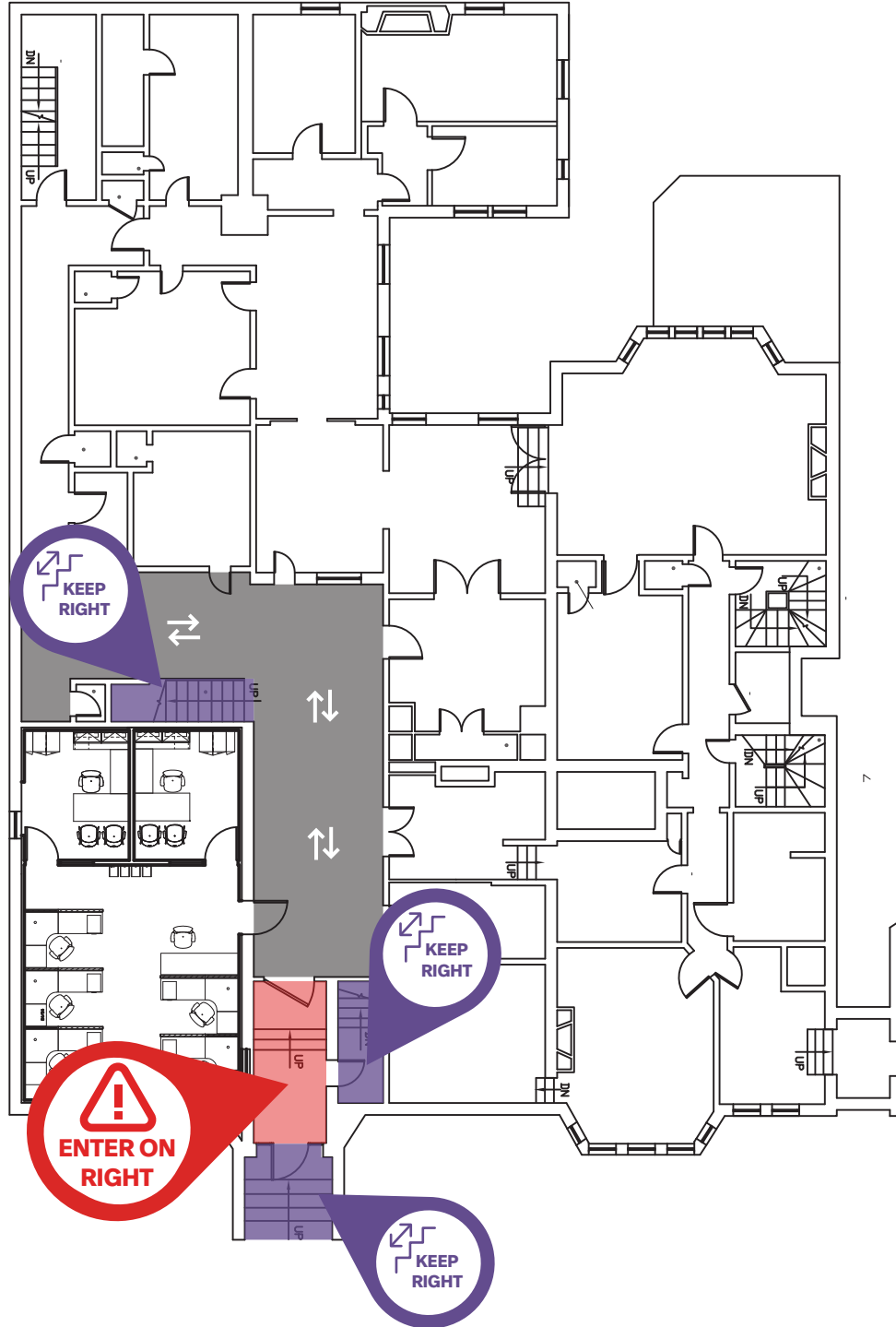
Cullinane Hall

First Floor



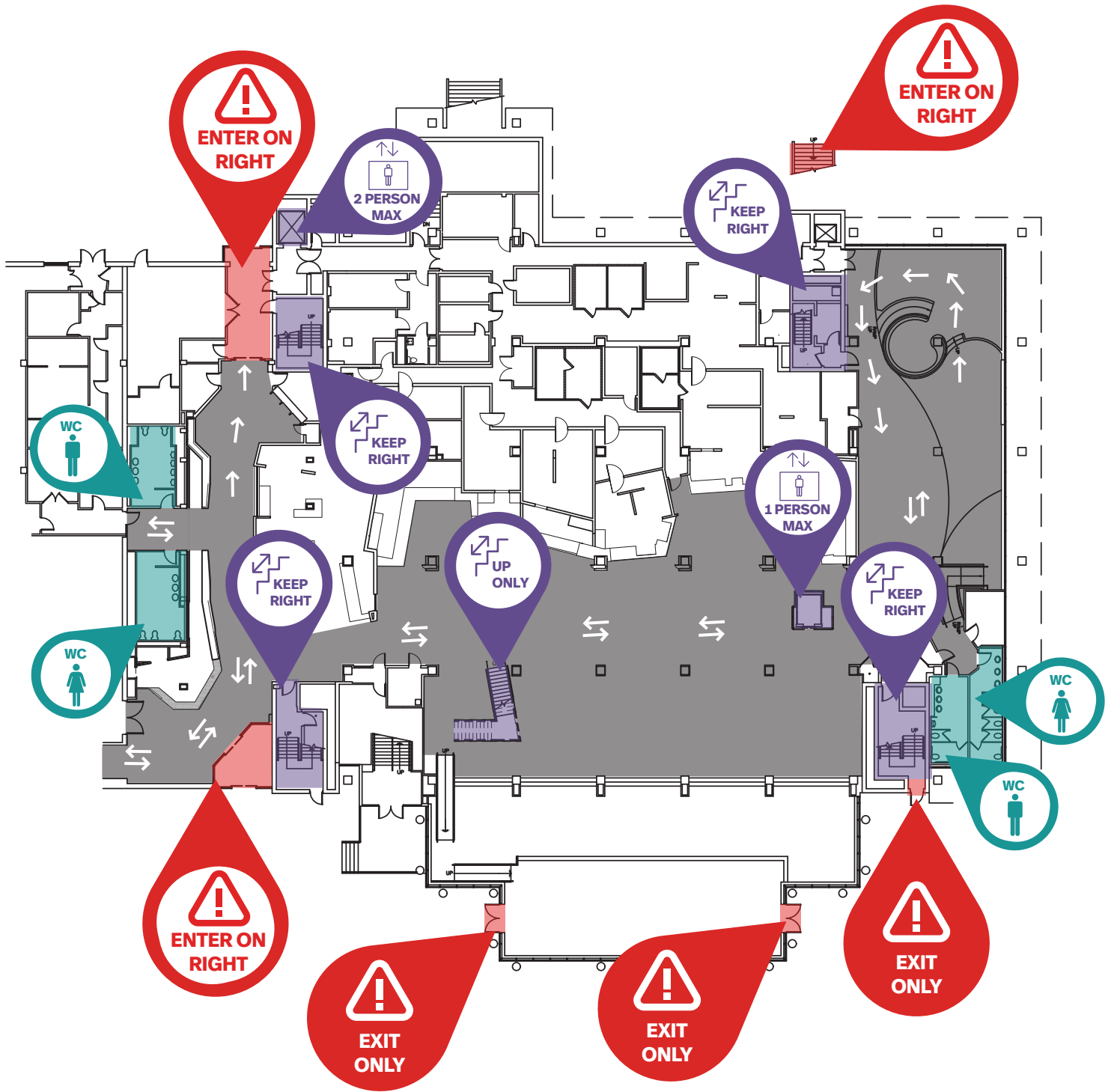
Cushing Hall

First Floor



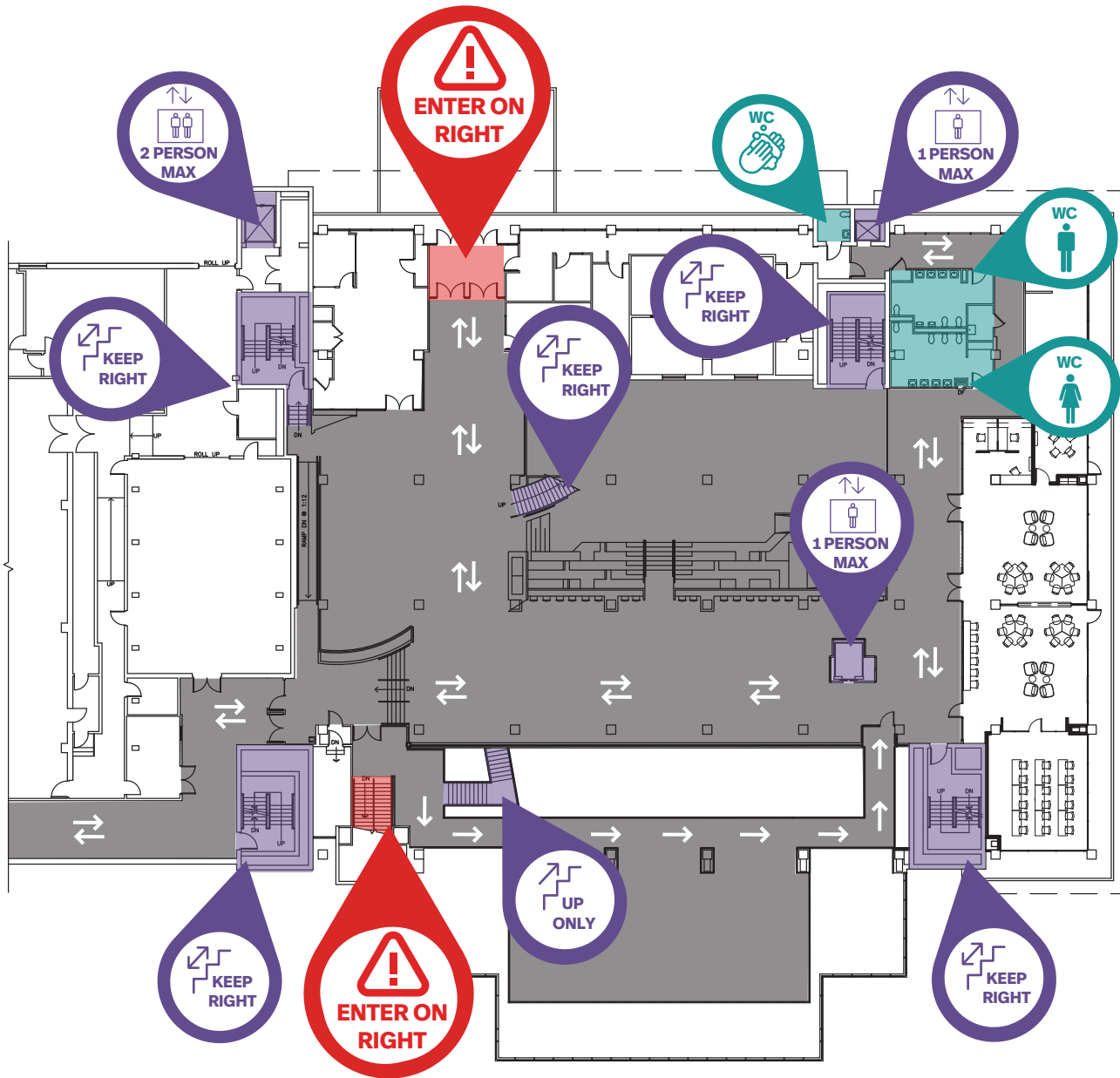
Curry Student Center

Ground Floor



Curry Student Center

First Floor



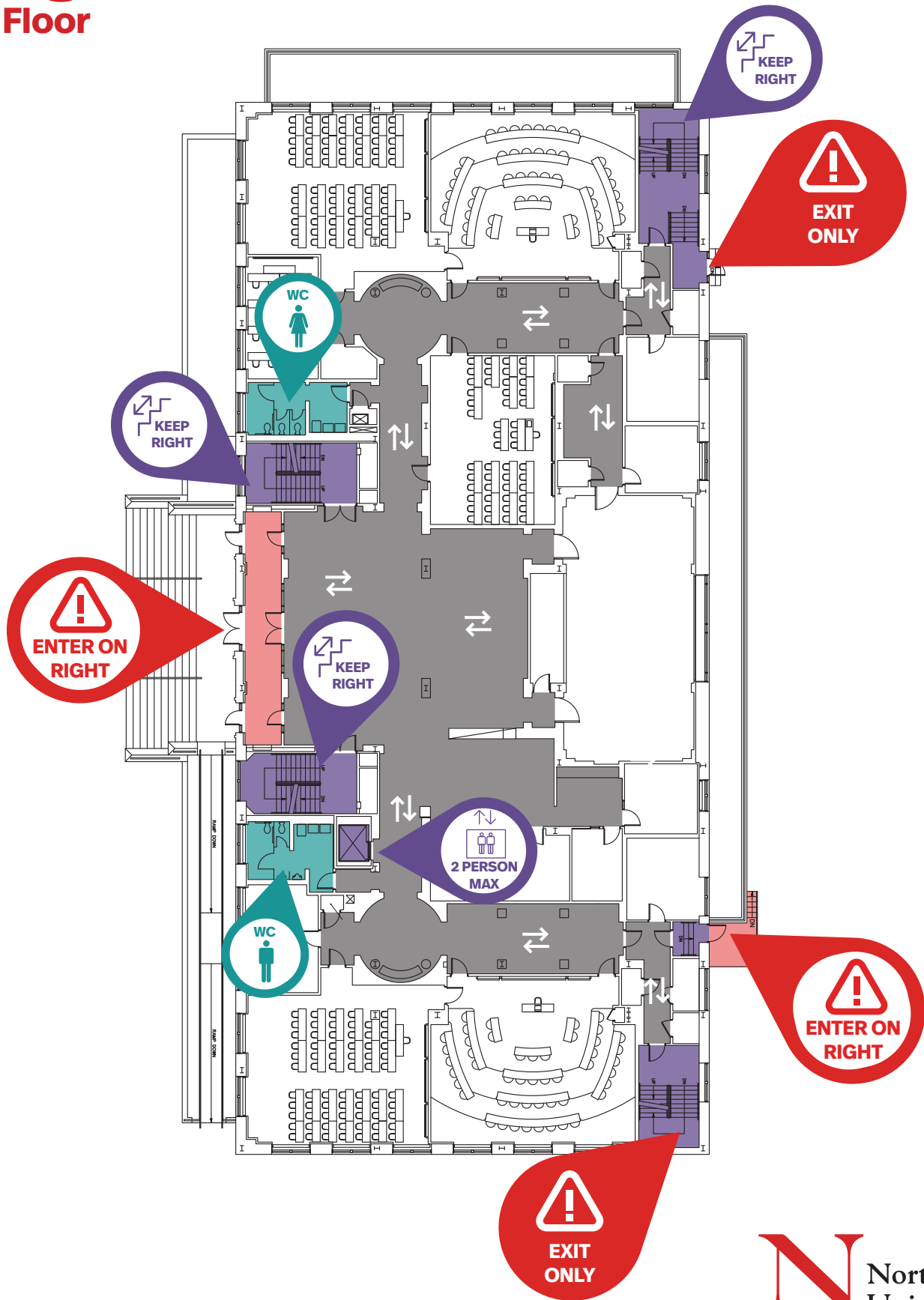
Dana

First Floor



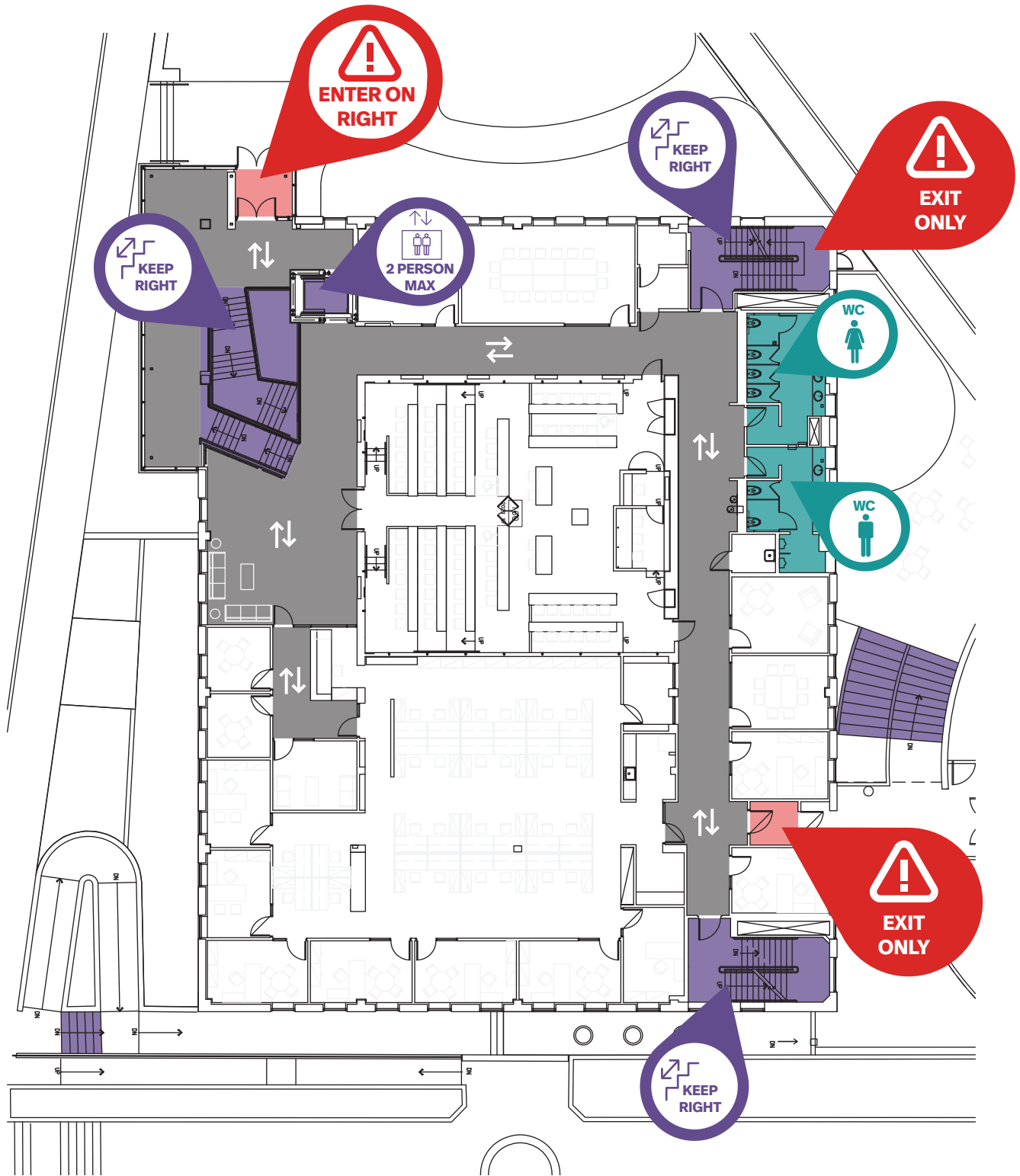
Dodge Hall

First Floor

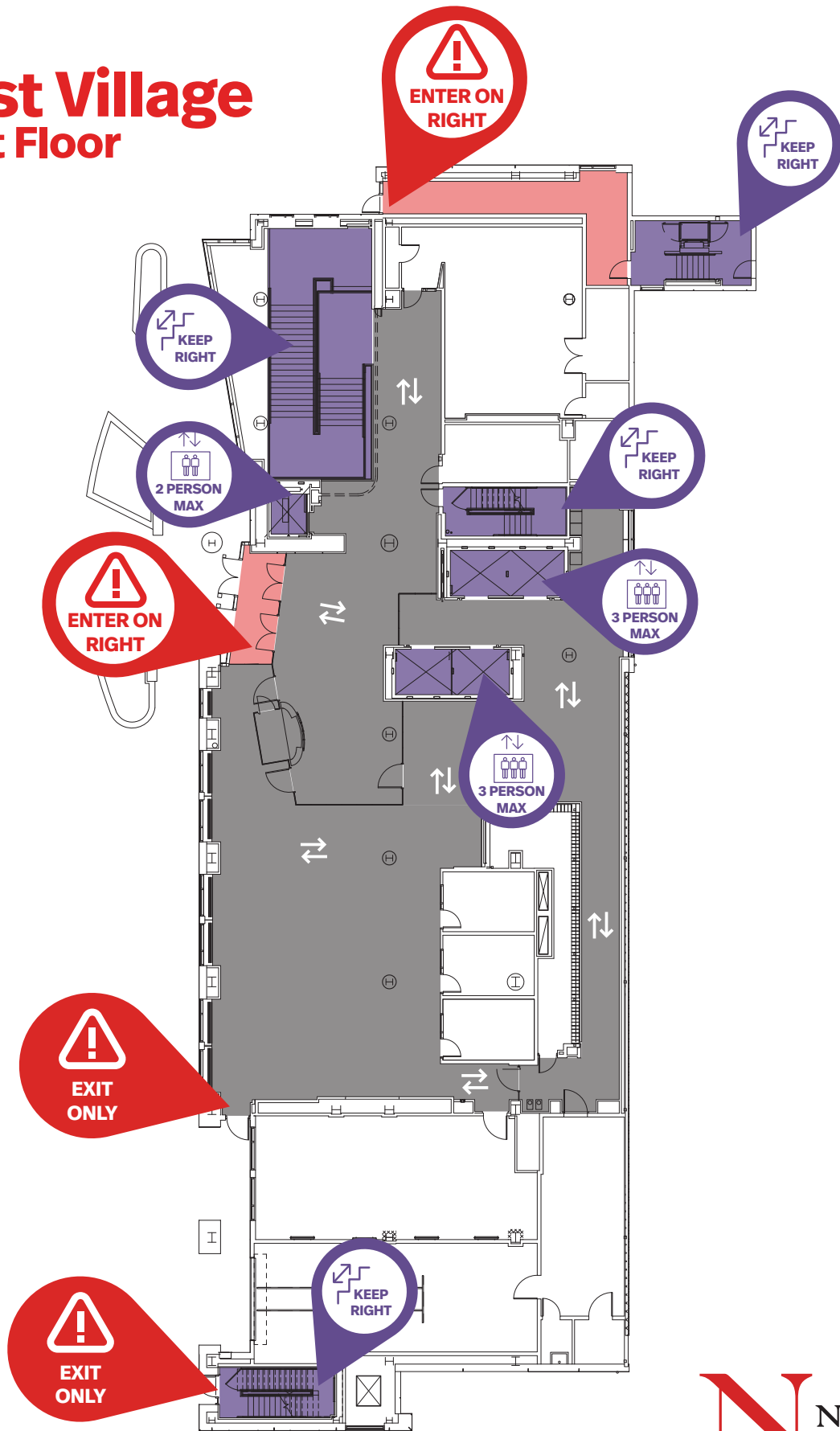


Dockser Hall

First Floor

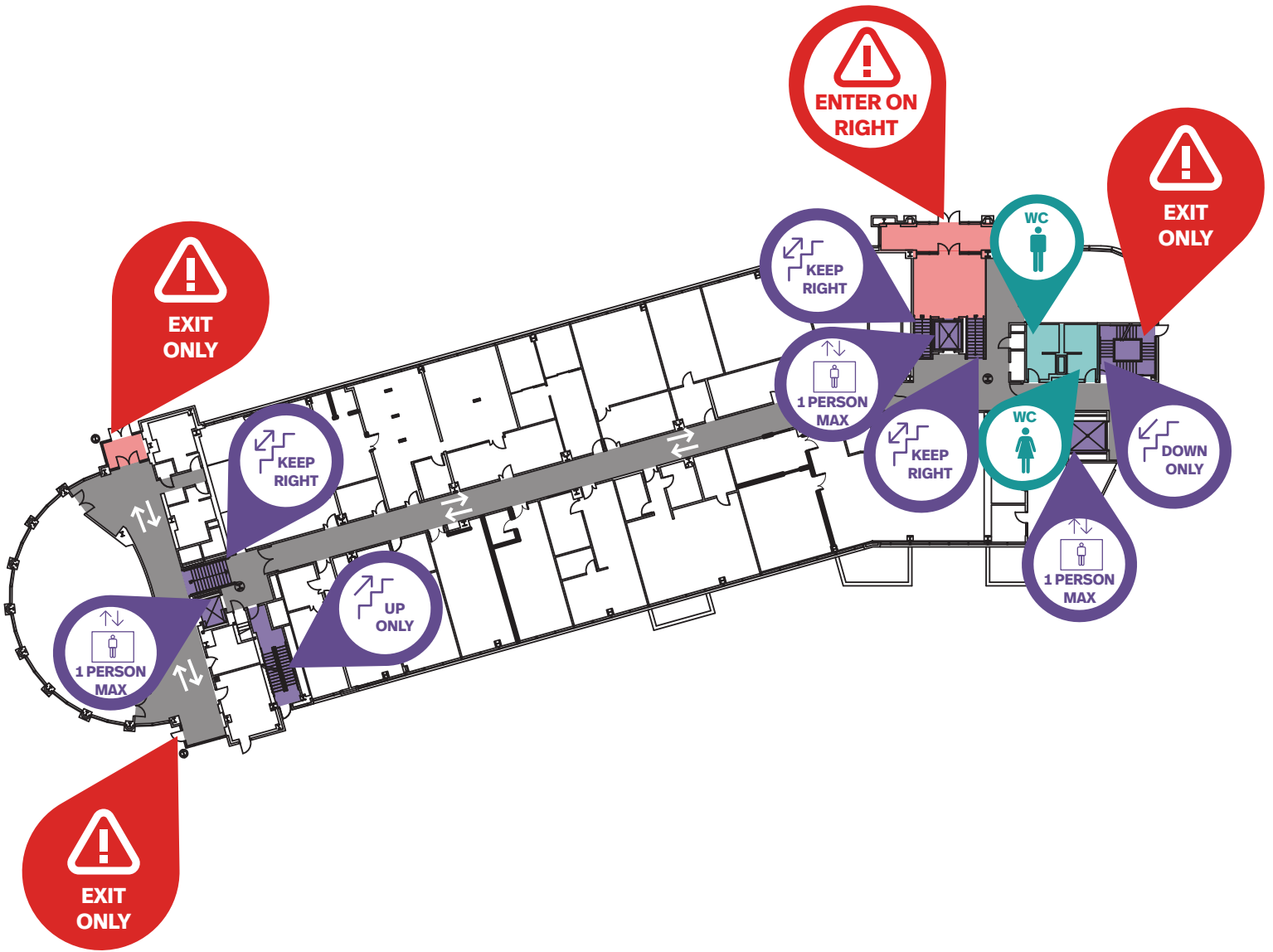


East Village First Floor



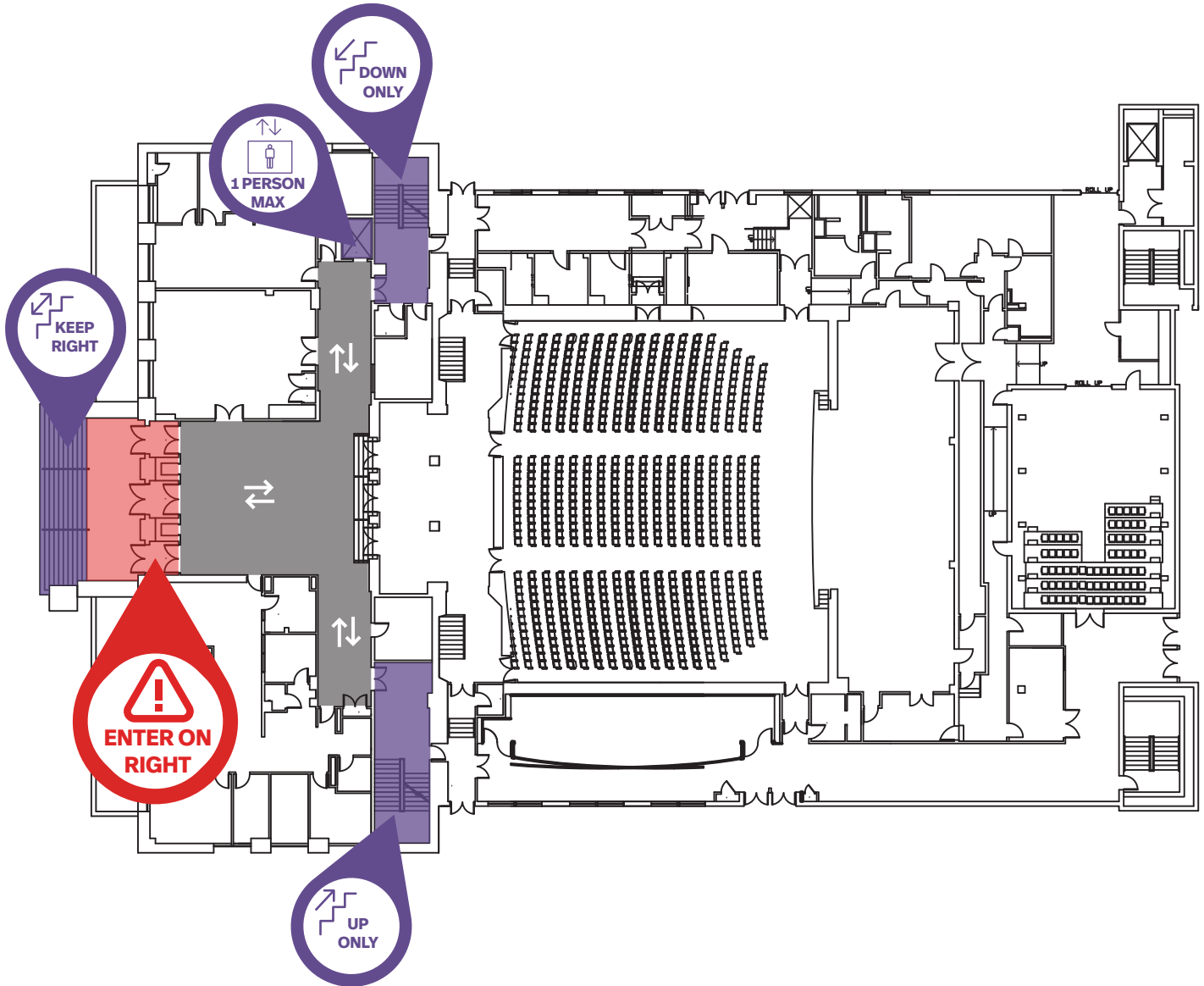
Egan Engineering/Science

First Floor



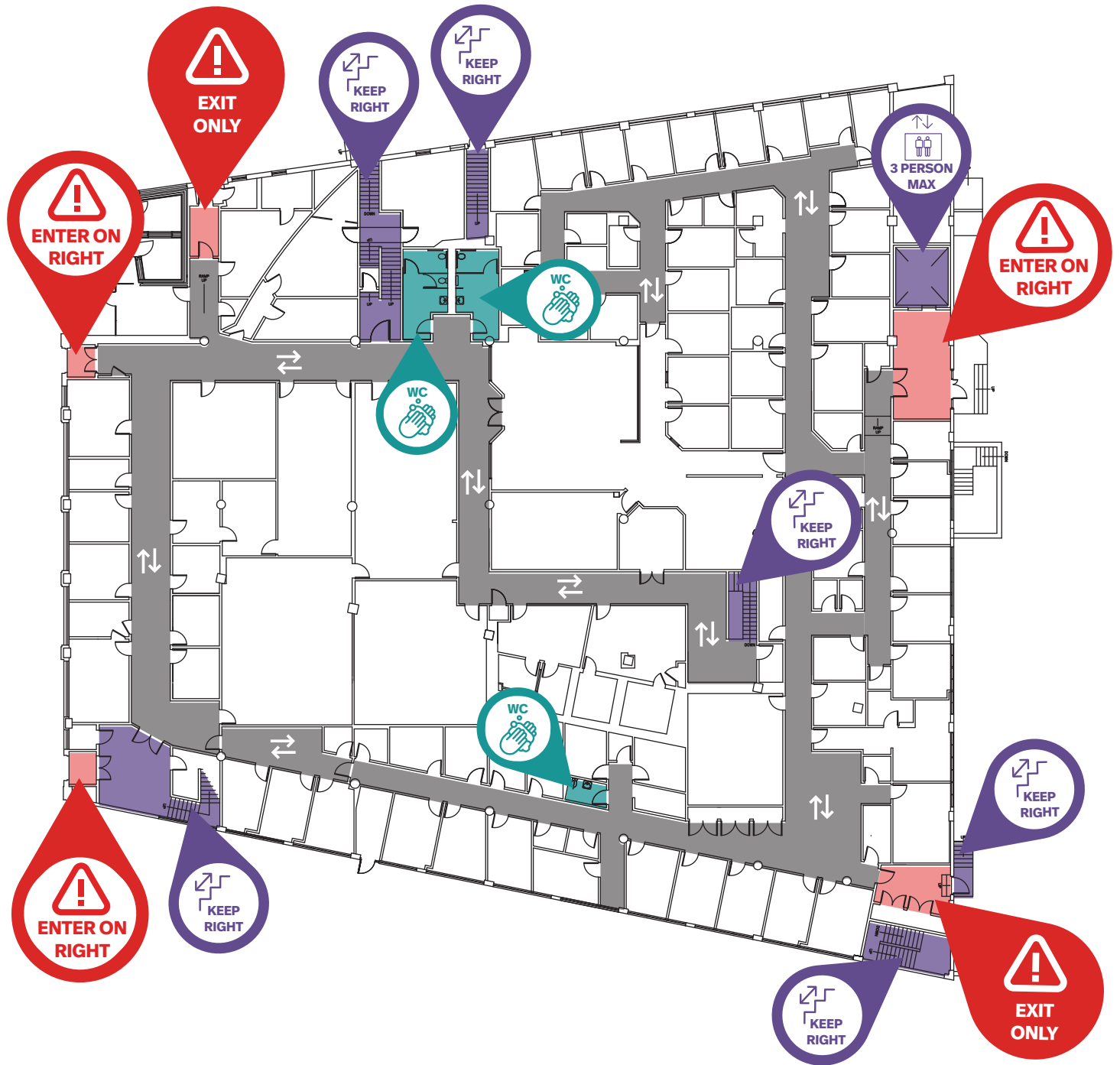
EI Hall

First Floor



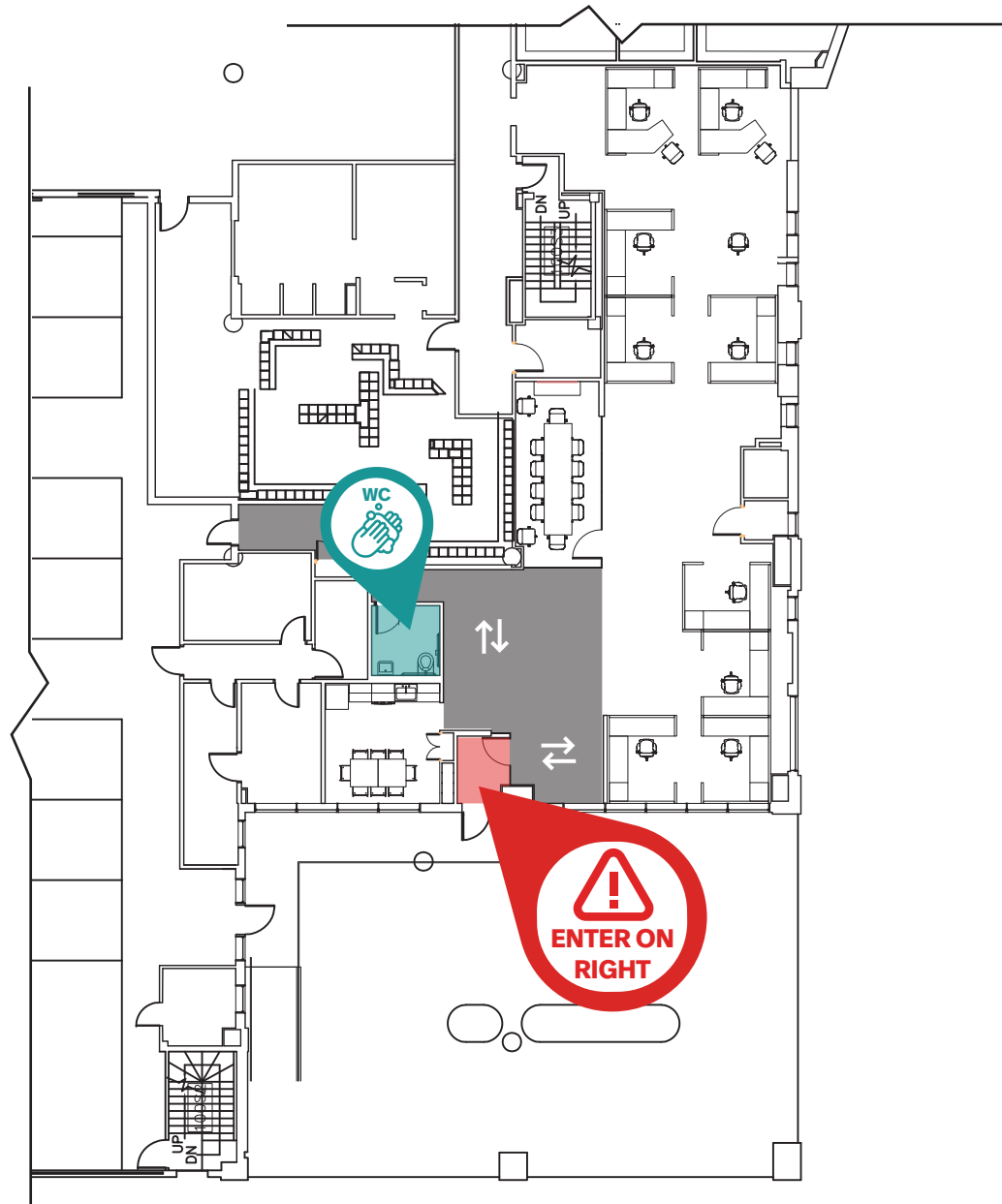
Forsyth

First Floor



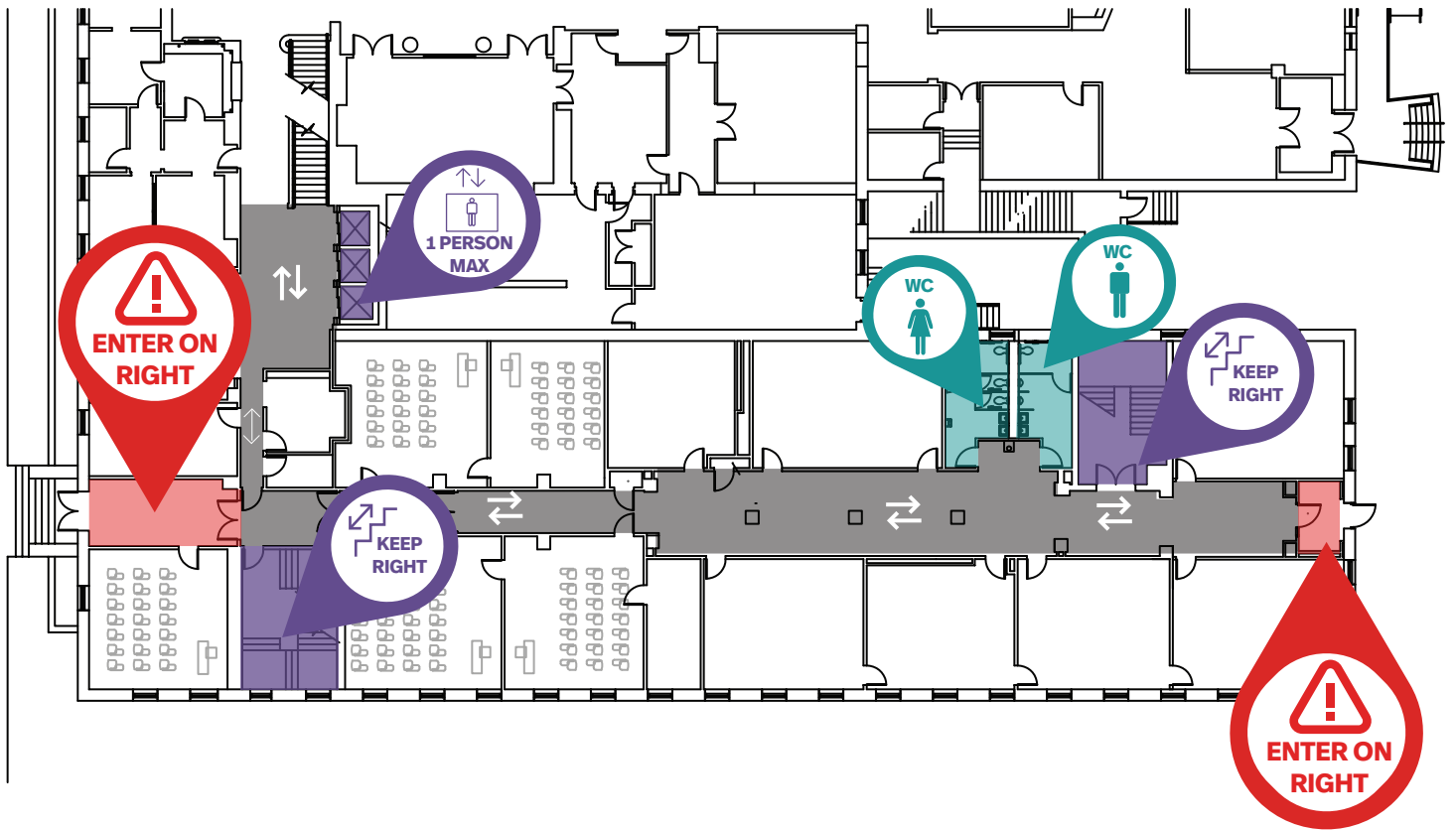
Gainsborough Customer Service

First Floor



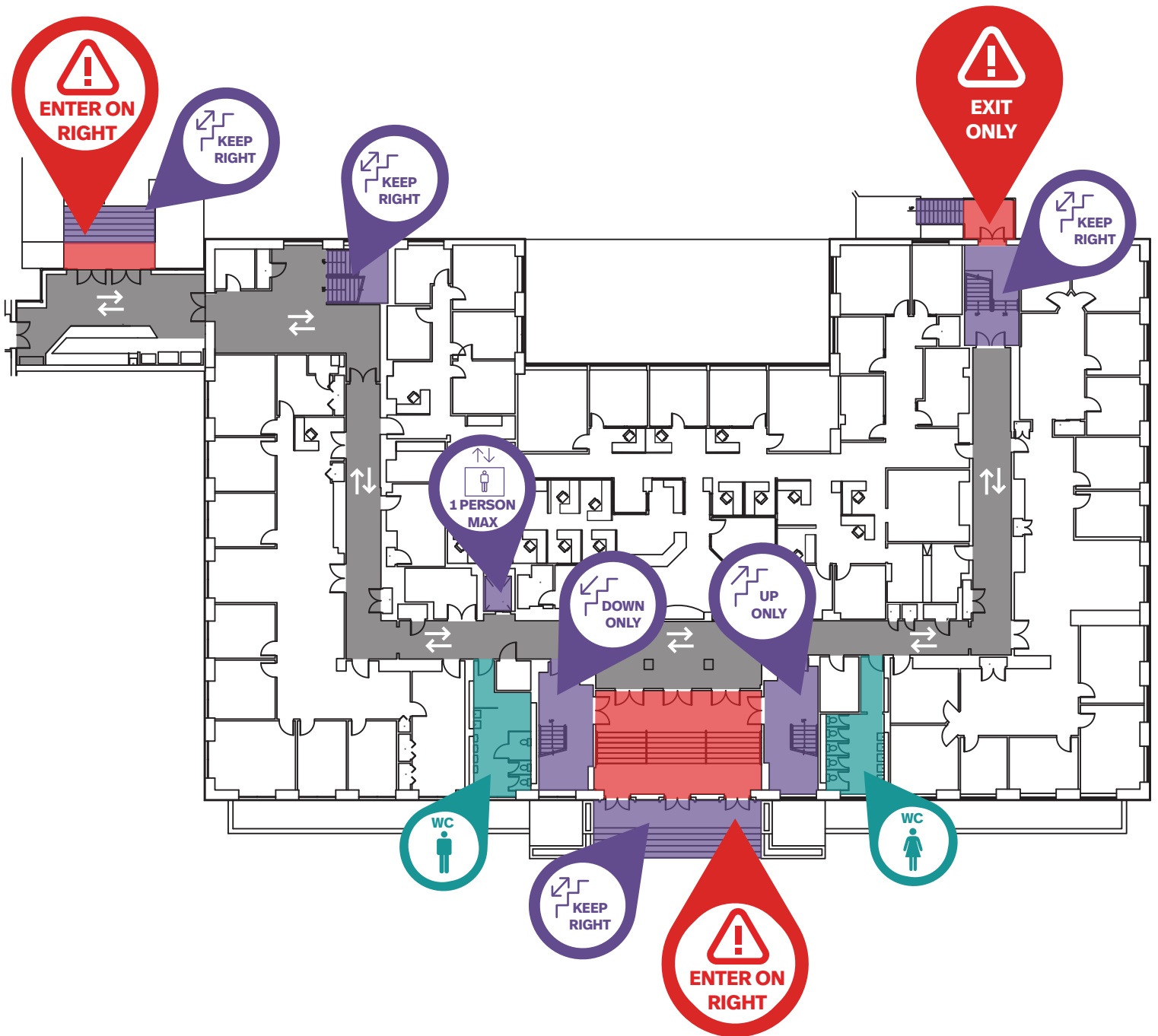
Hastings

First Floor



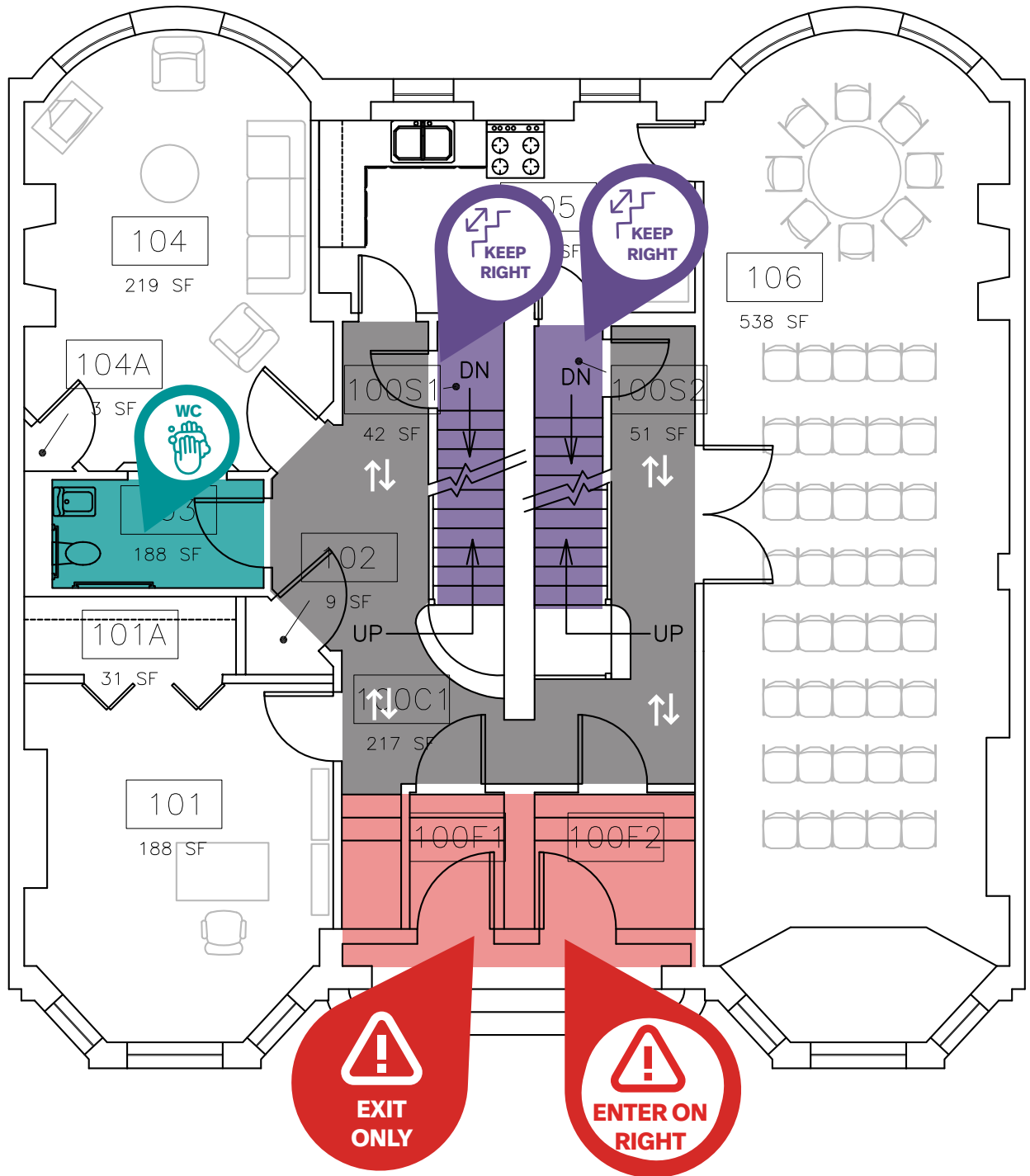
Hayden Hall

First Floor



Hillel - Frager

First Floor



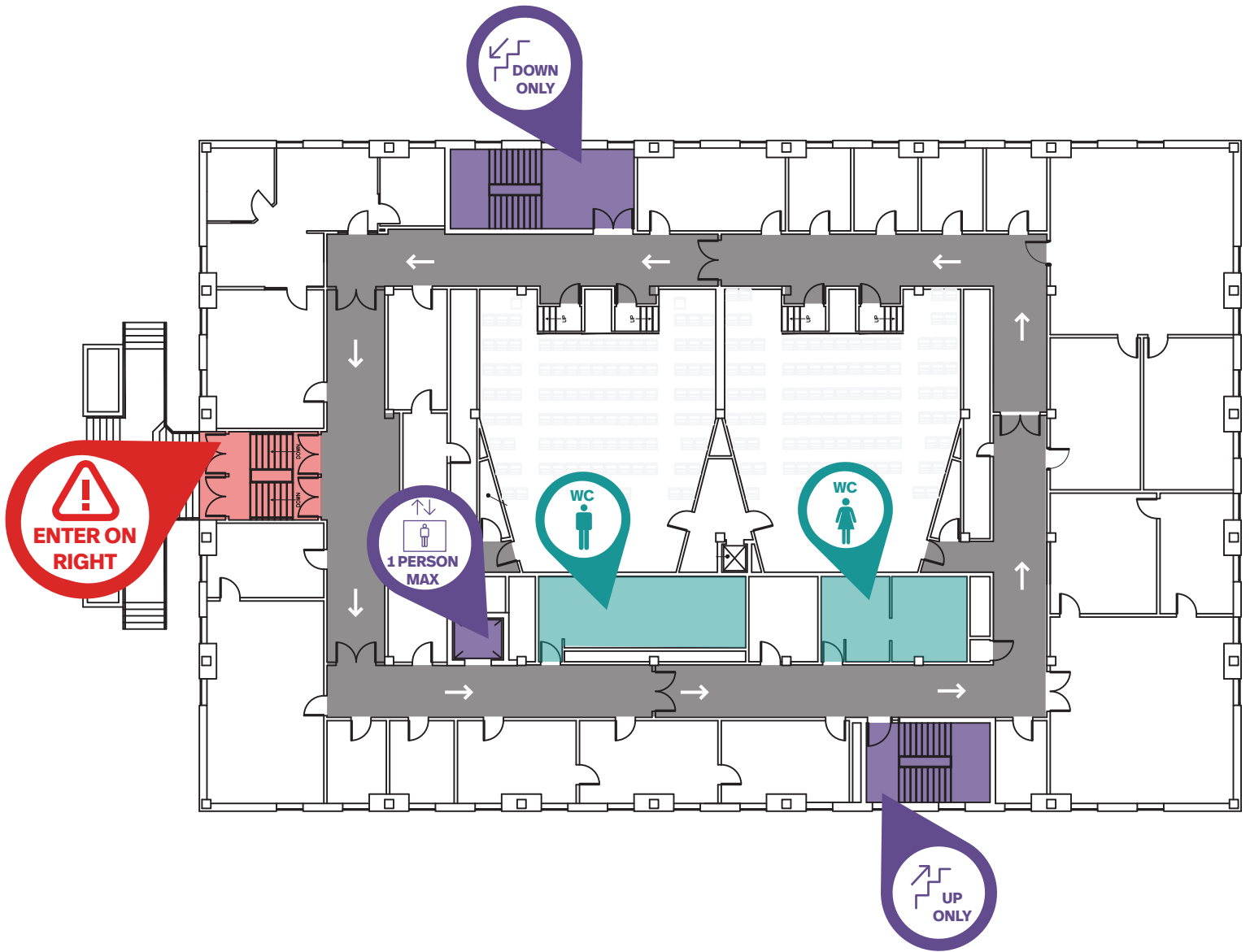
Holmes Hall

First Floor

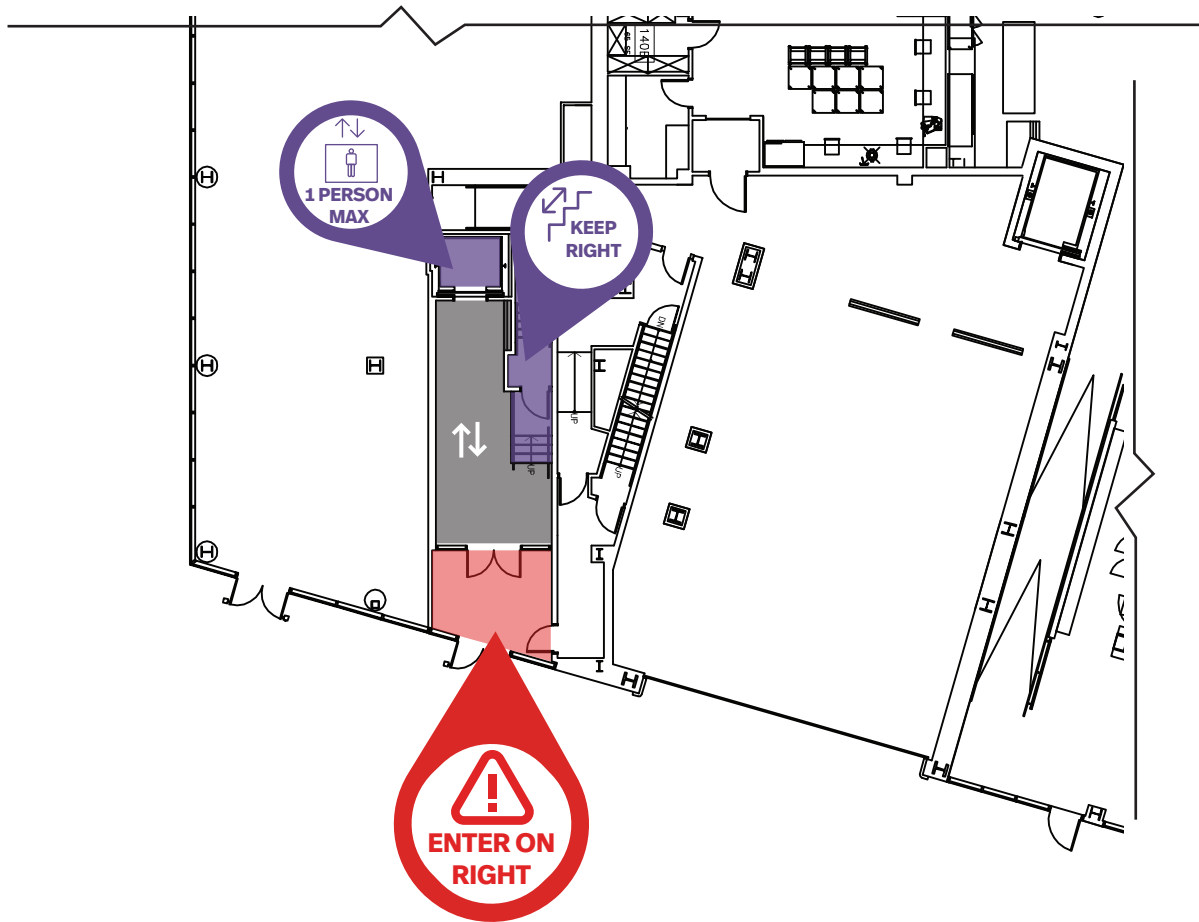


Hurtig

First Floor

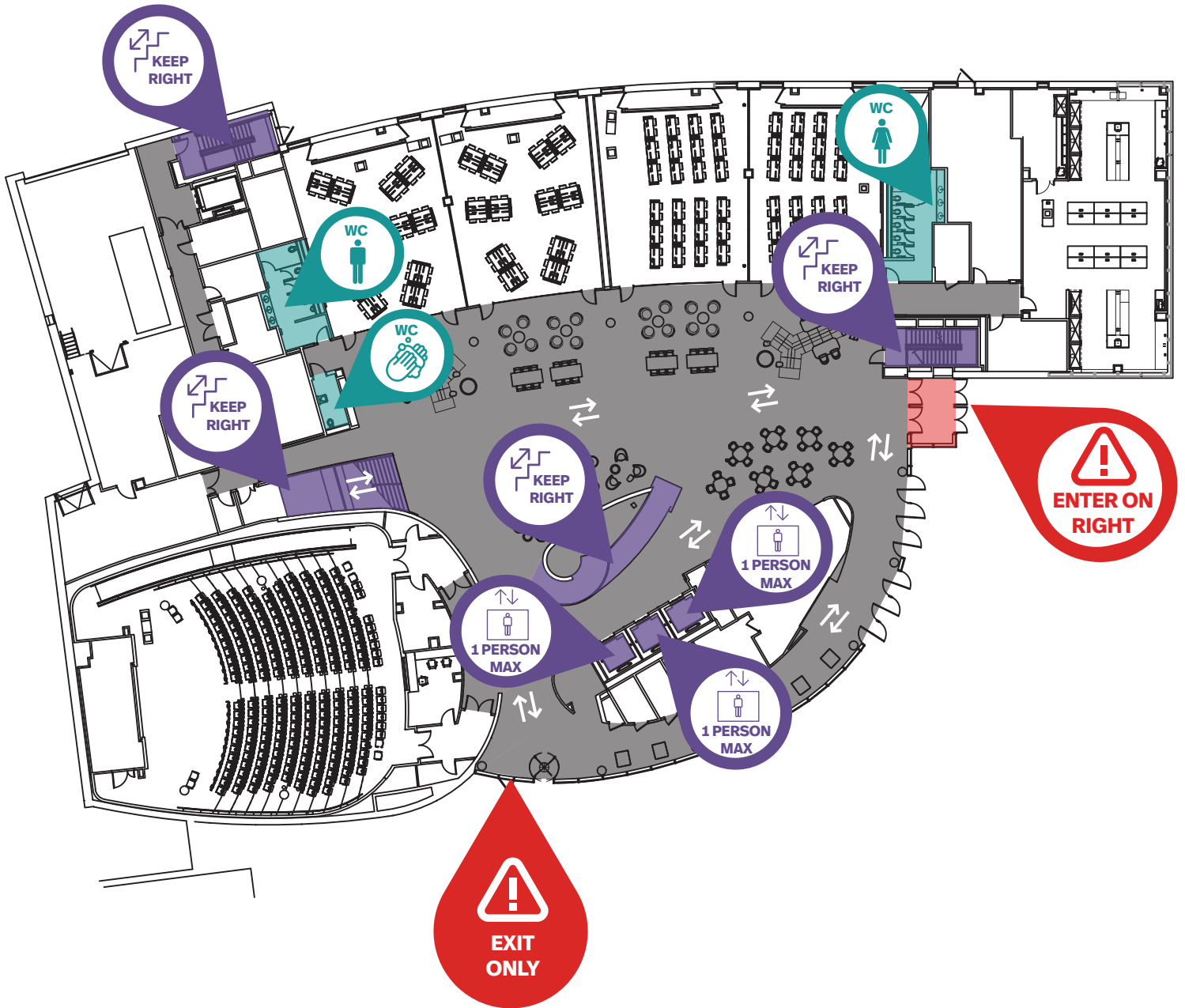


International Village - Admin First Floor



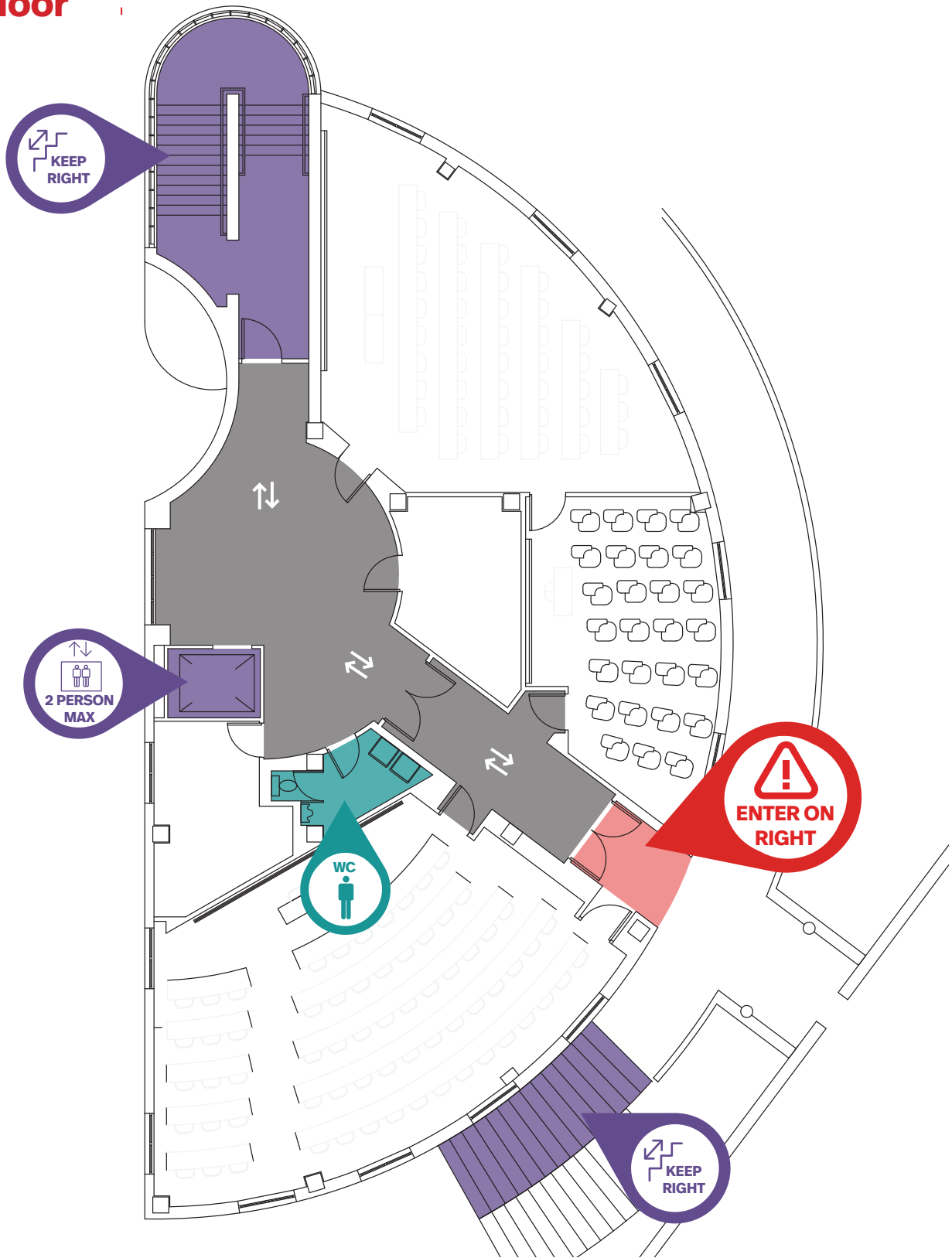
ISEC

First Floor



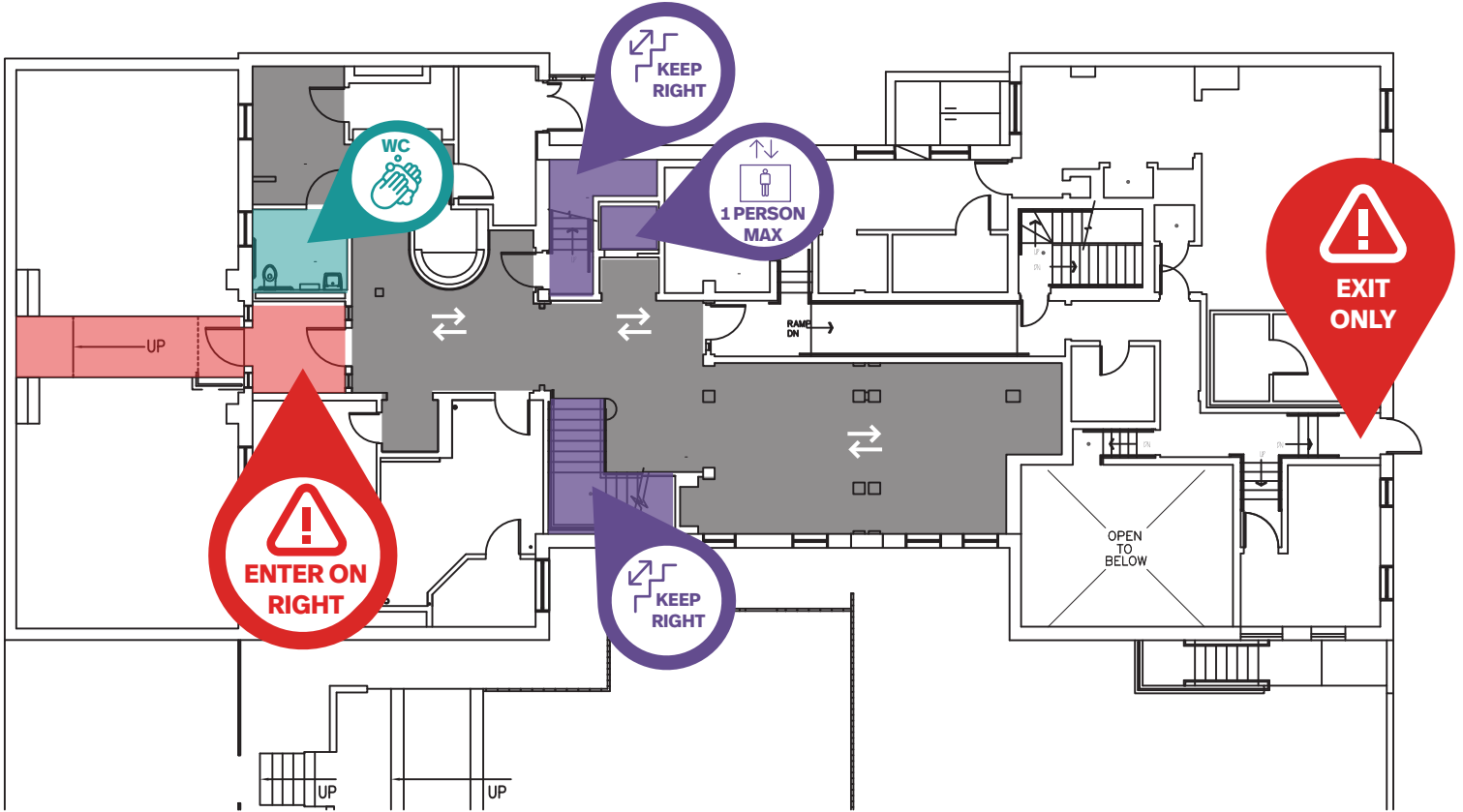
Kariotis

First Floor



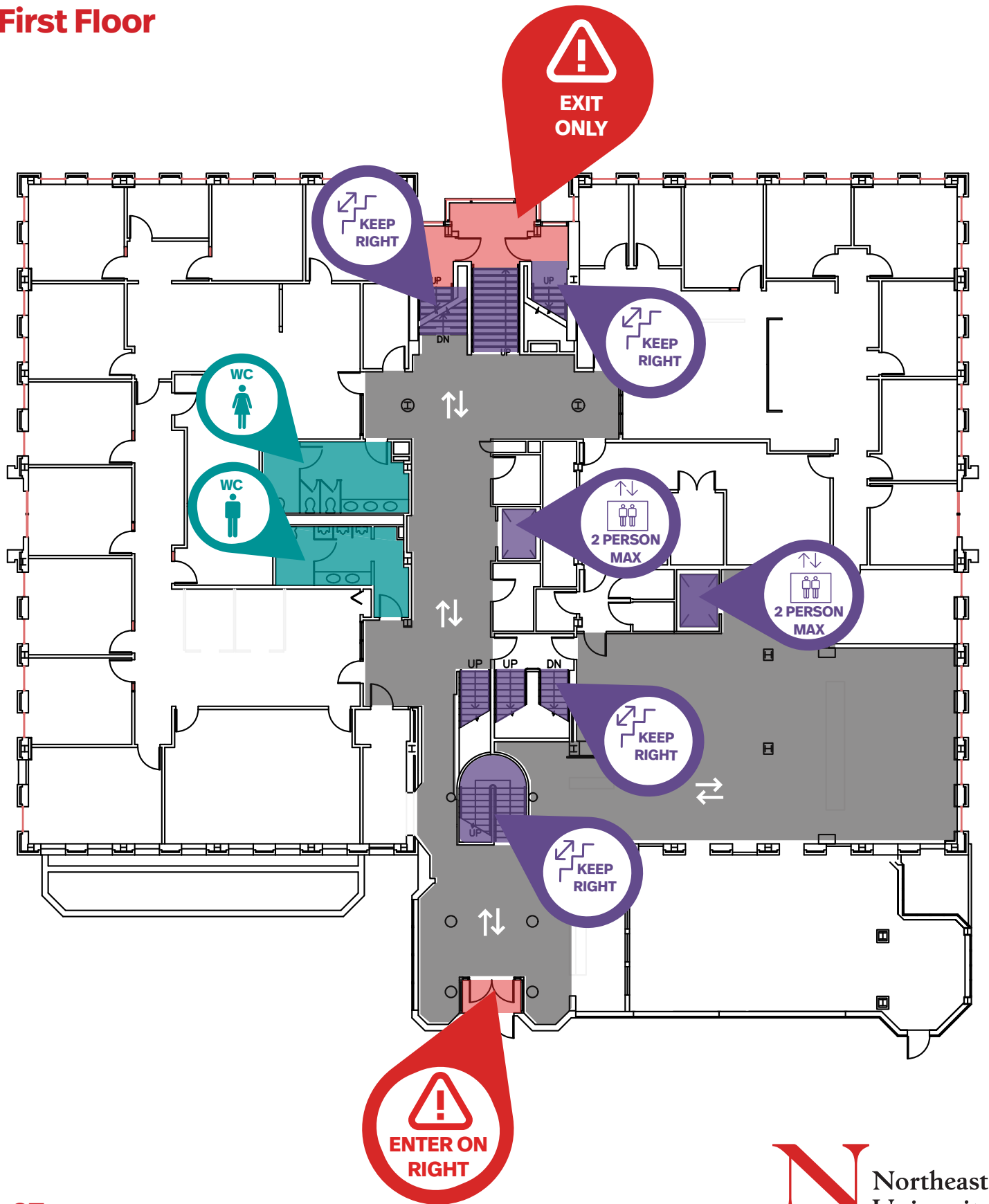
Kerr Hall

First Floor



Knowles Center

First Floor



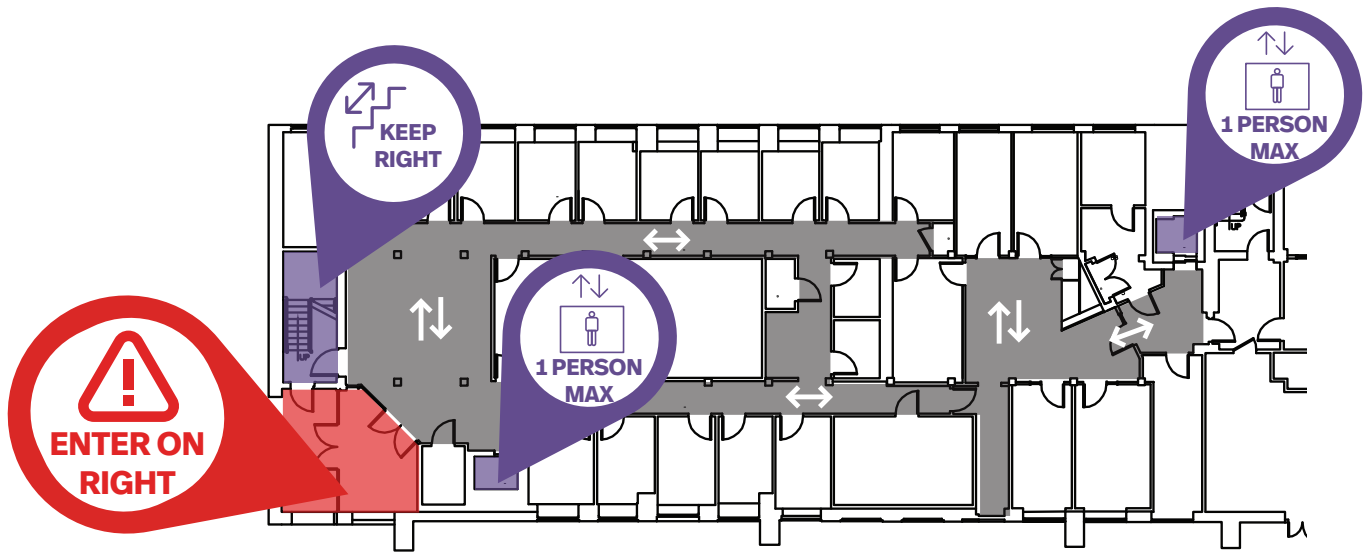
Lake Hall

First Floor



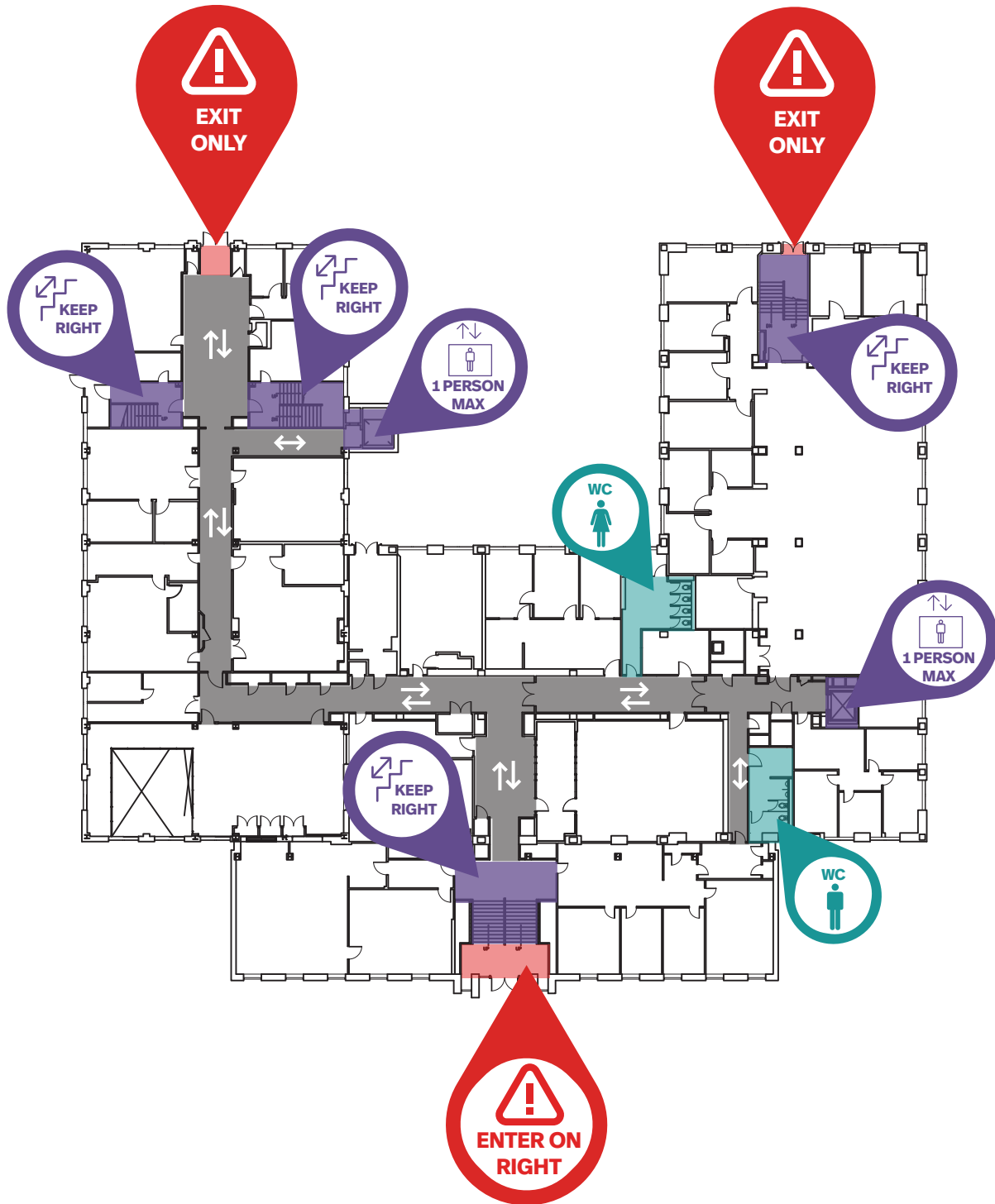
Meserve Hall

Basement & First Floor



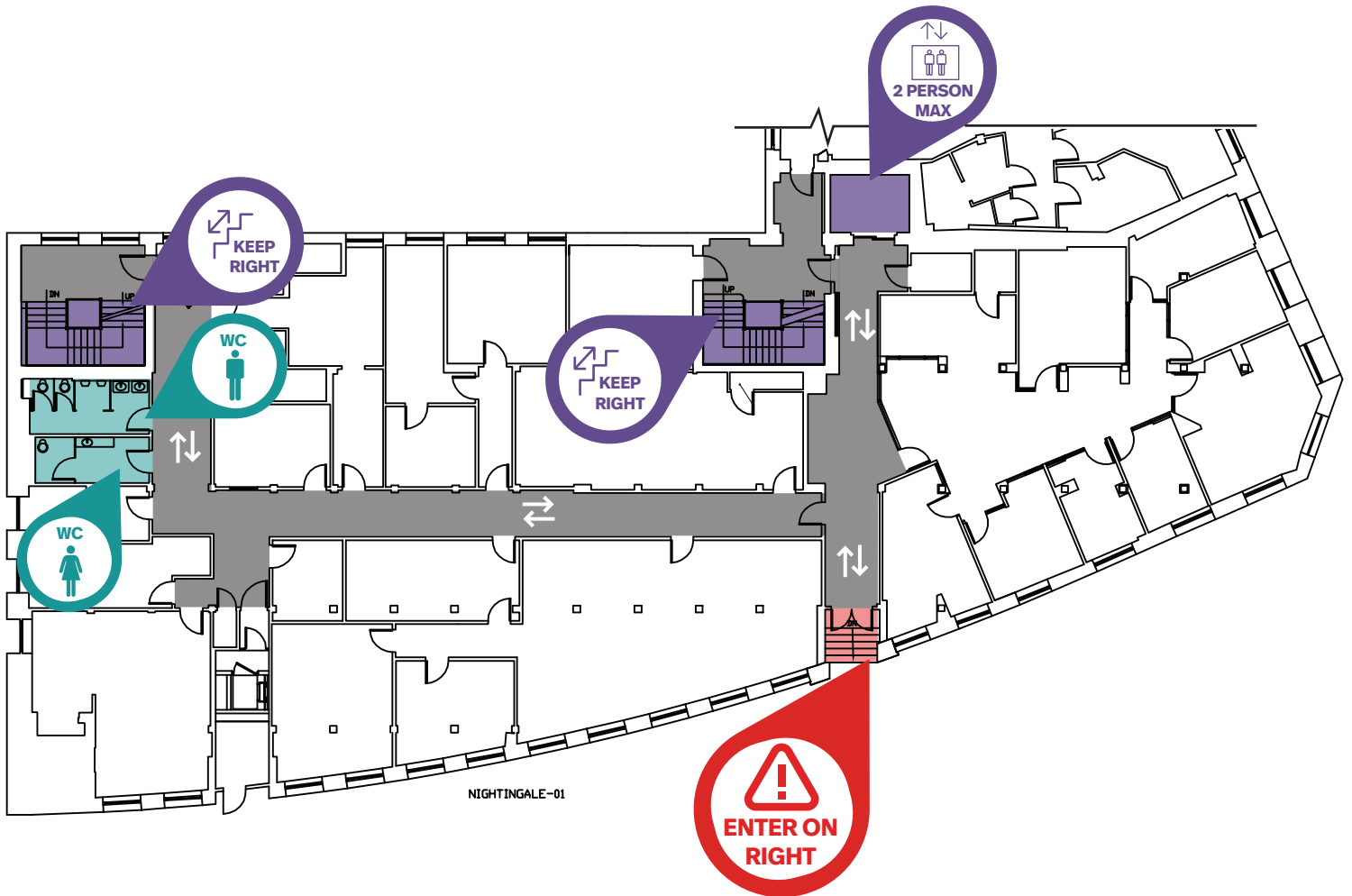
Mugar Hall

First Floor



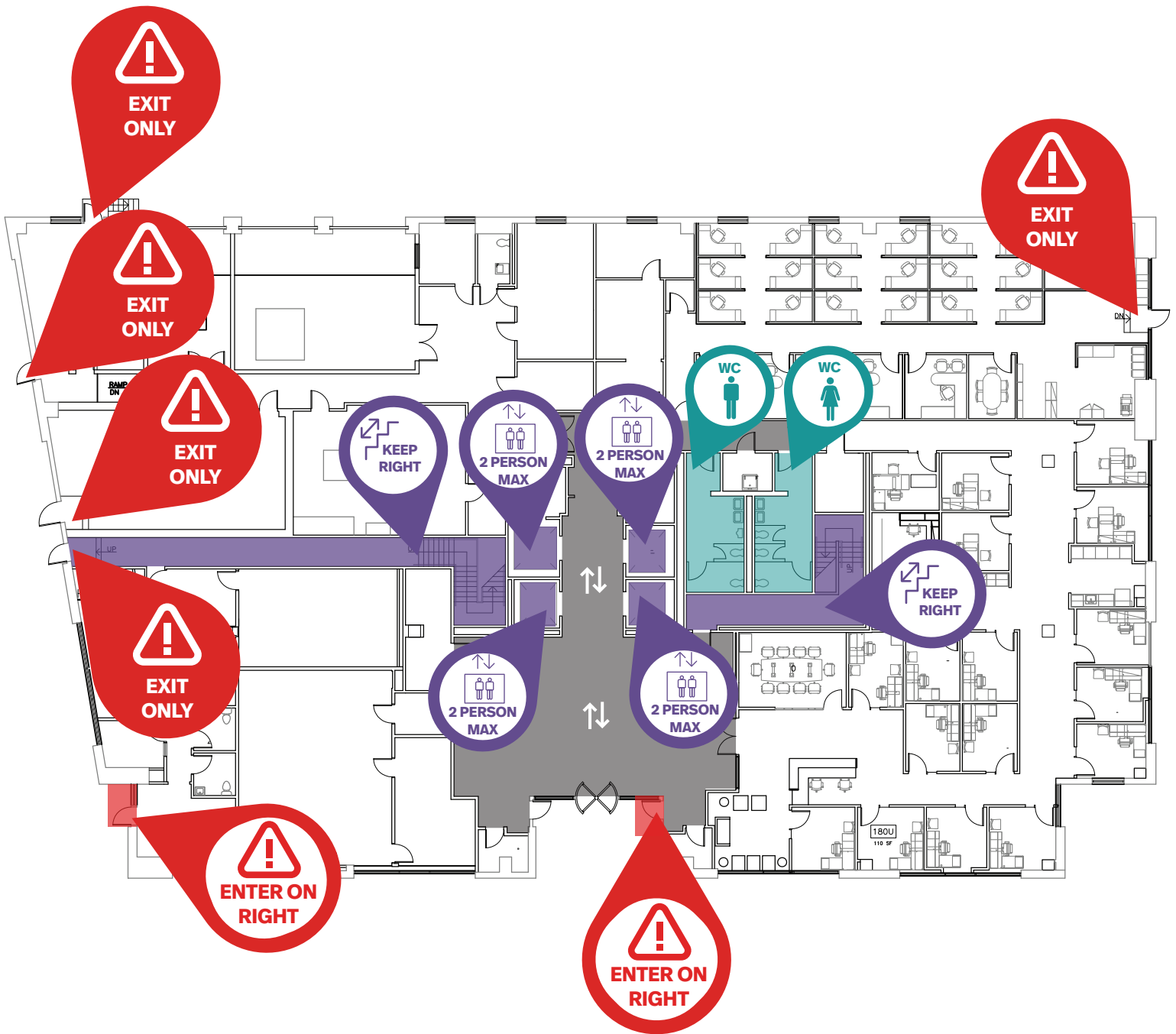
Nightingale Hall

First Floor



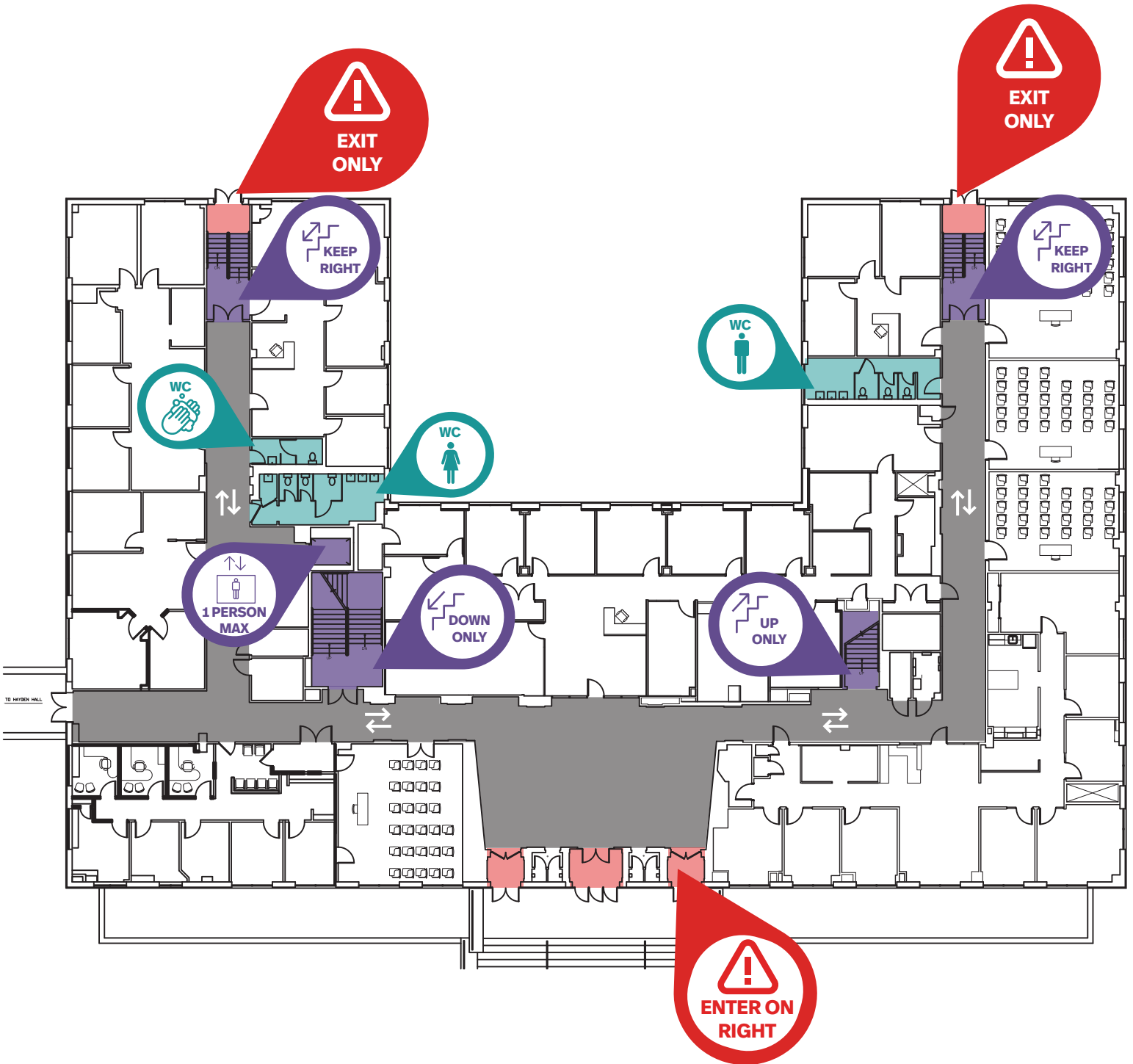
Renaissance Park

First Floor



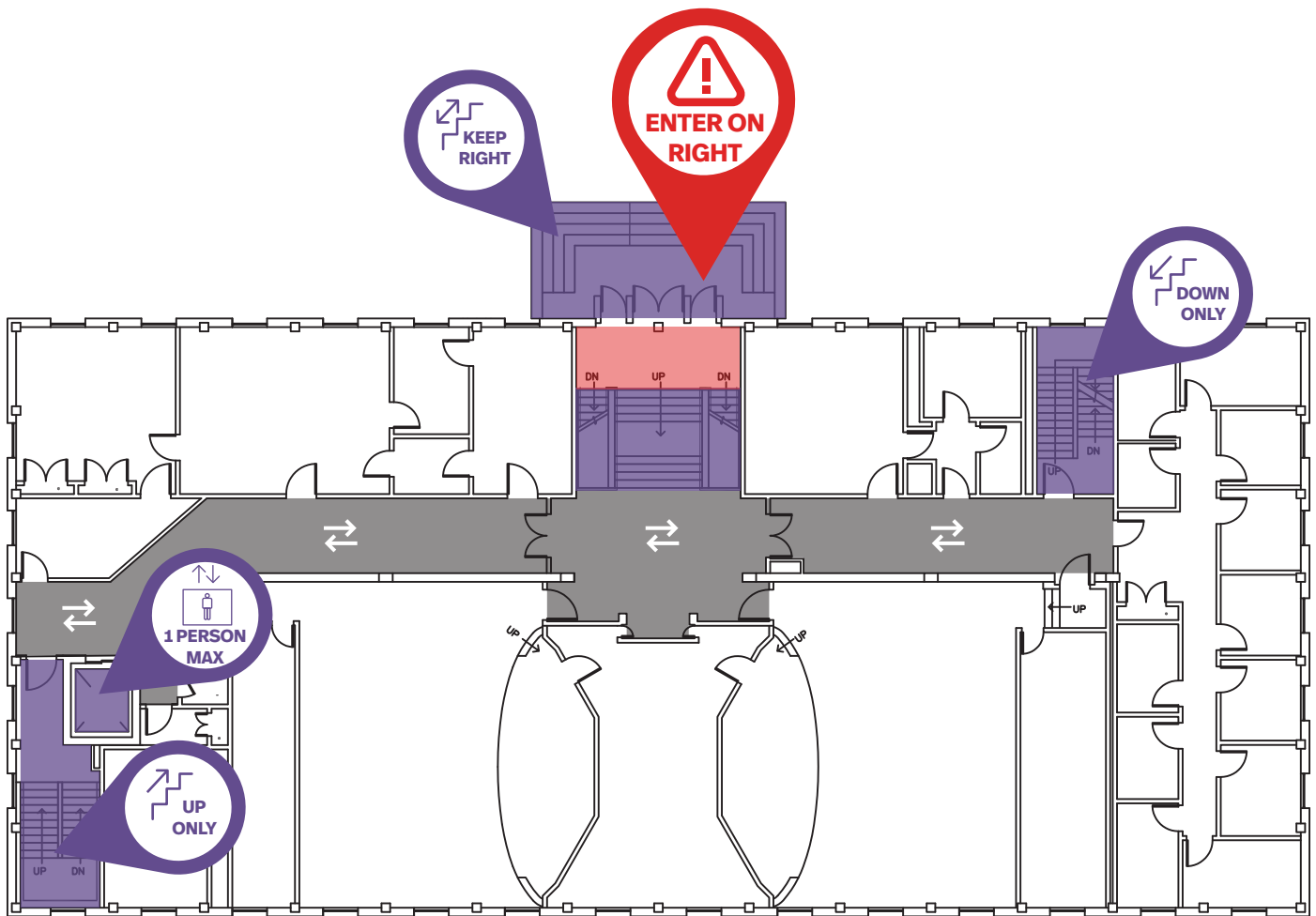
Richards

First Floor

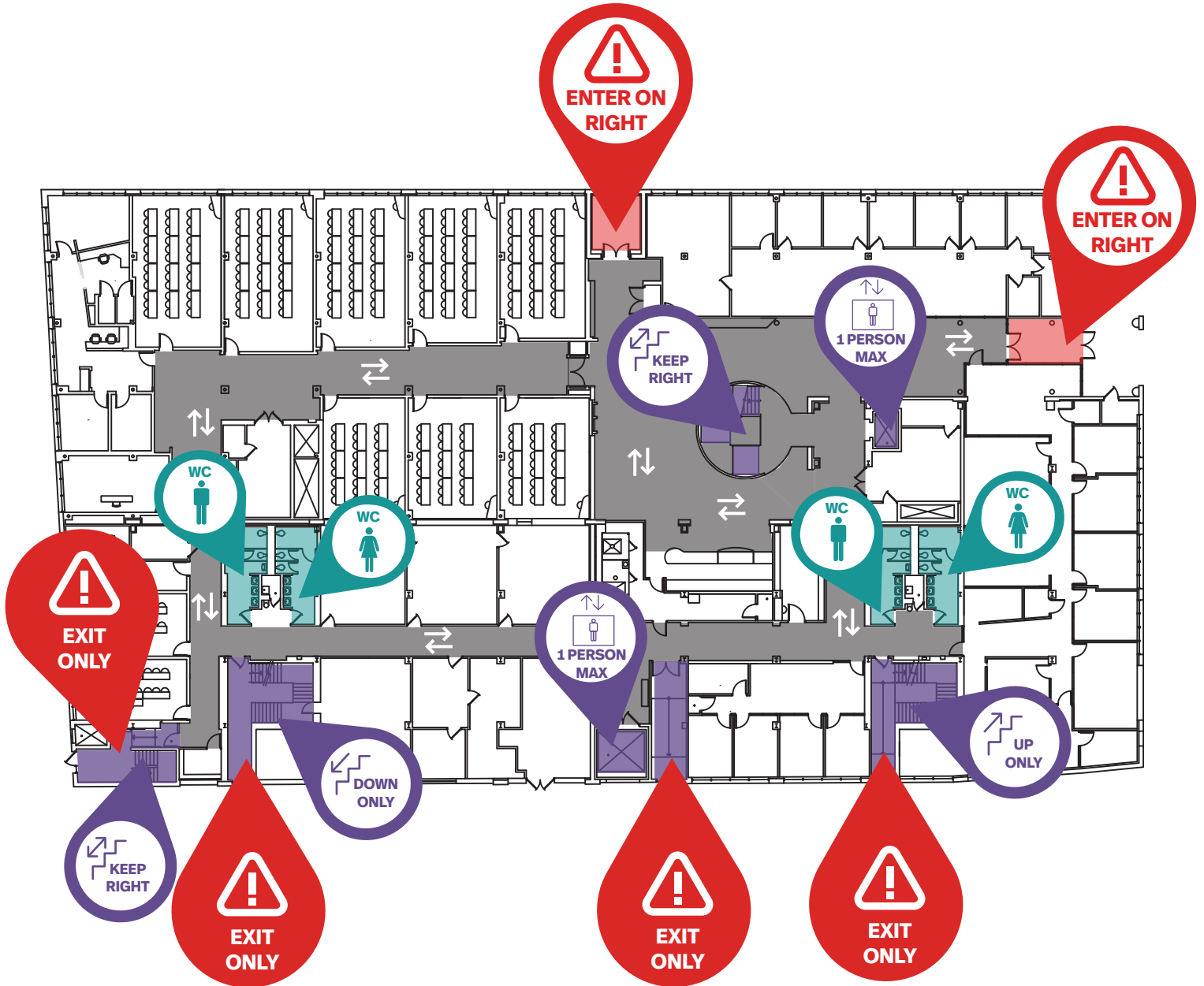


Robinson

First Floor

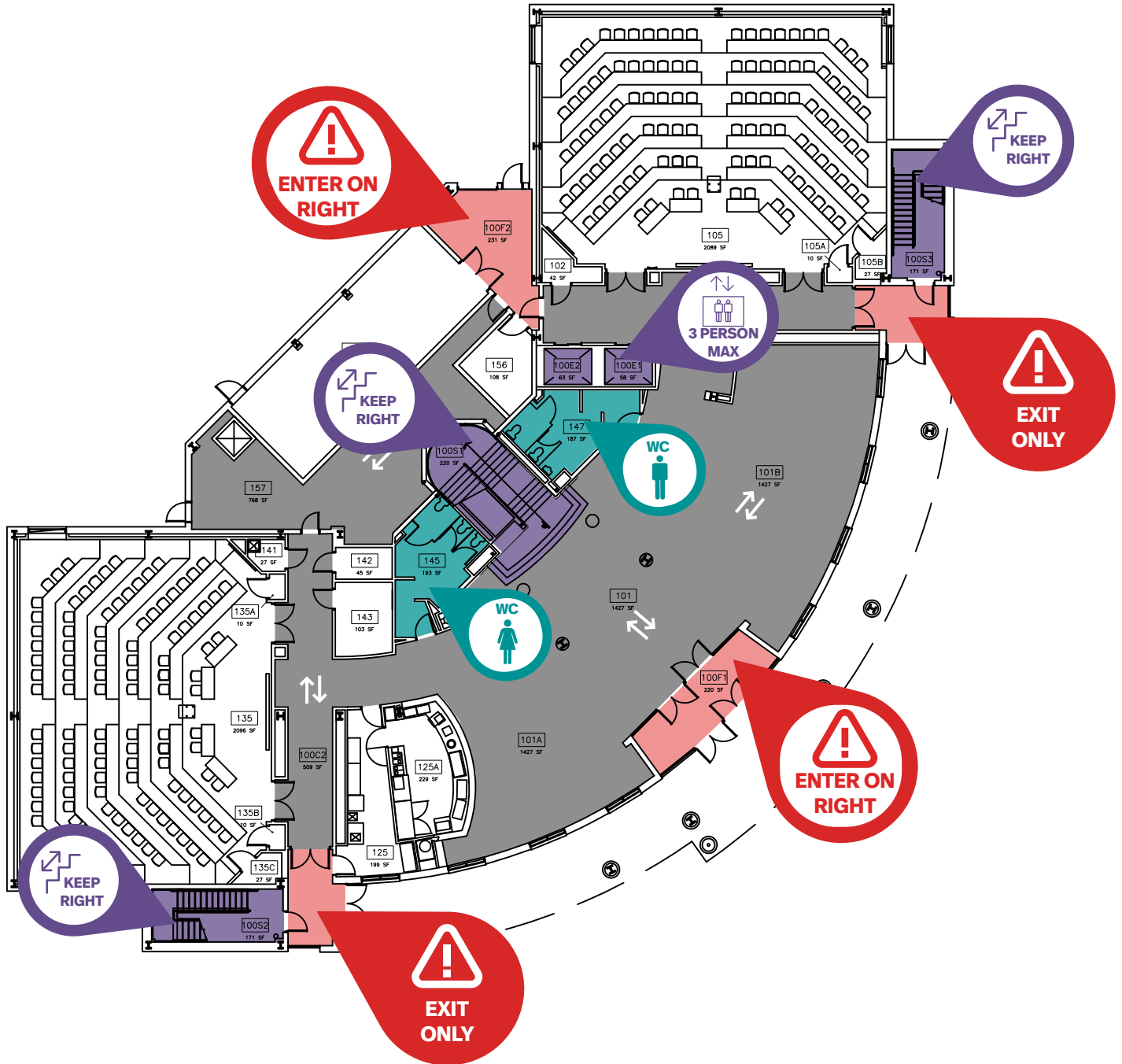


Ryder First Floor



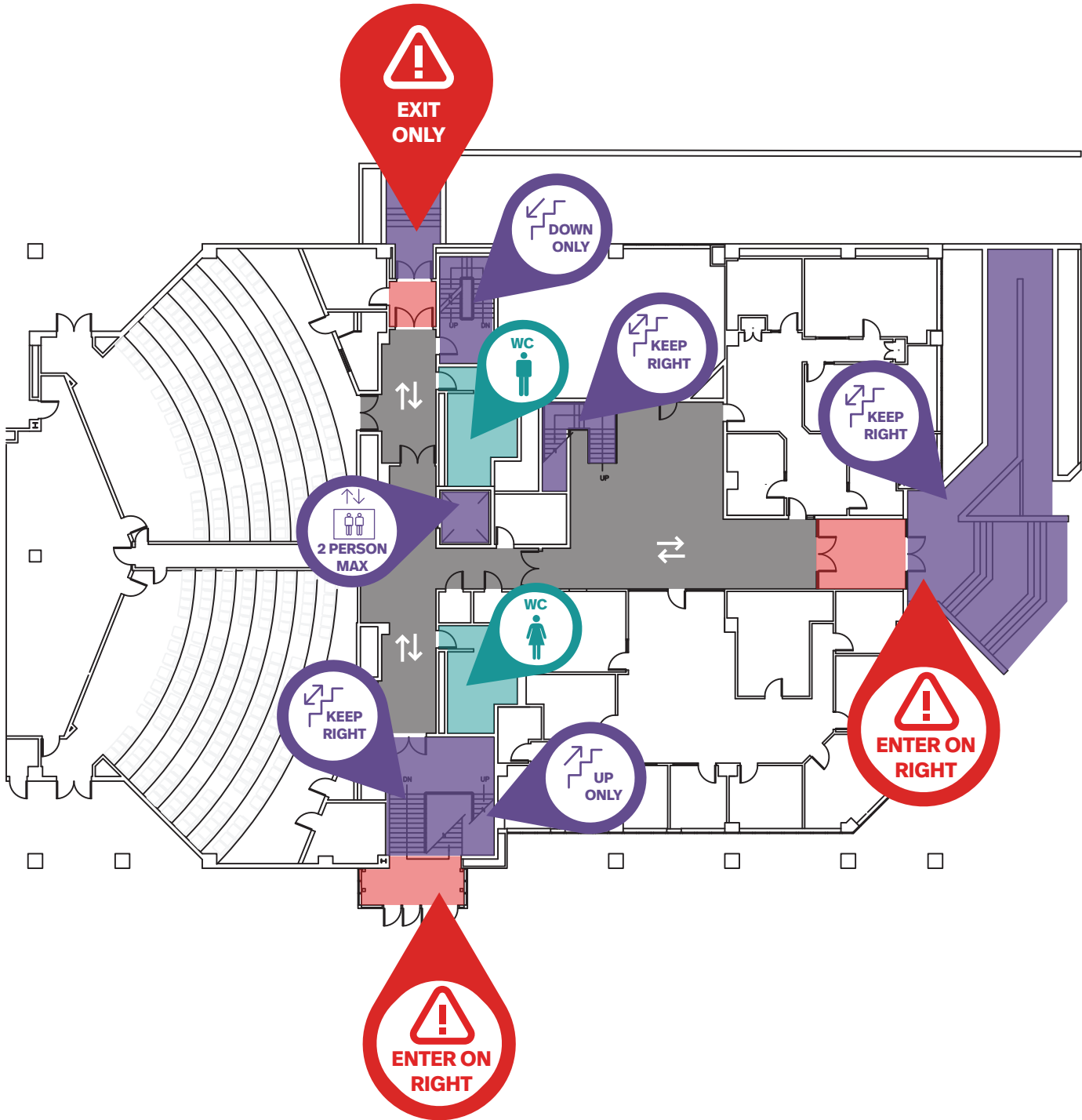
Shillman

First Floor



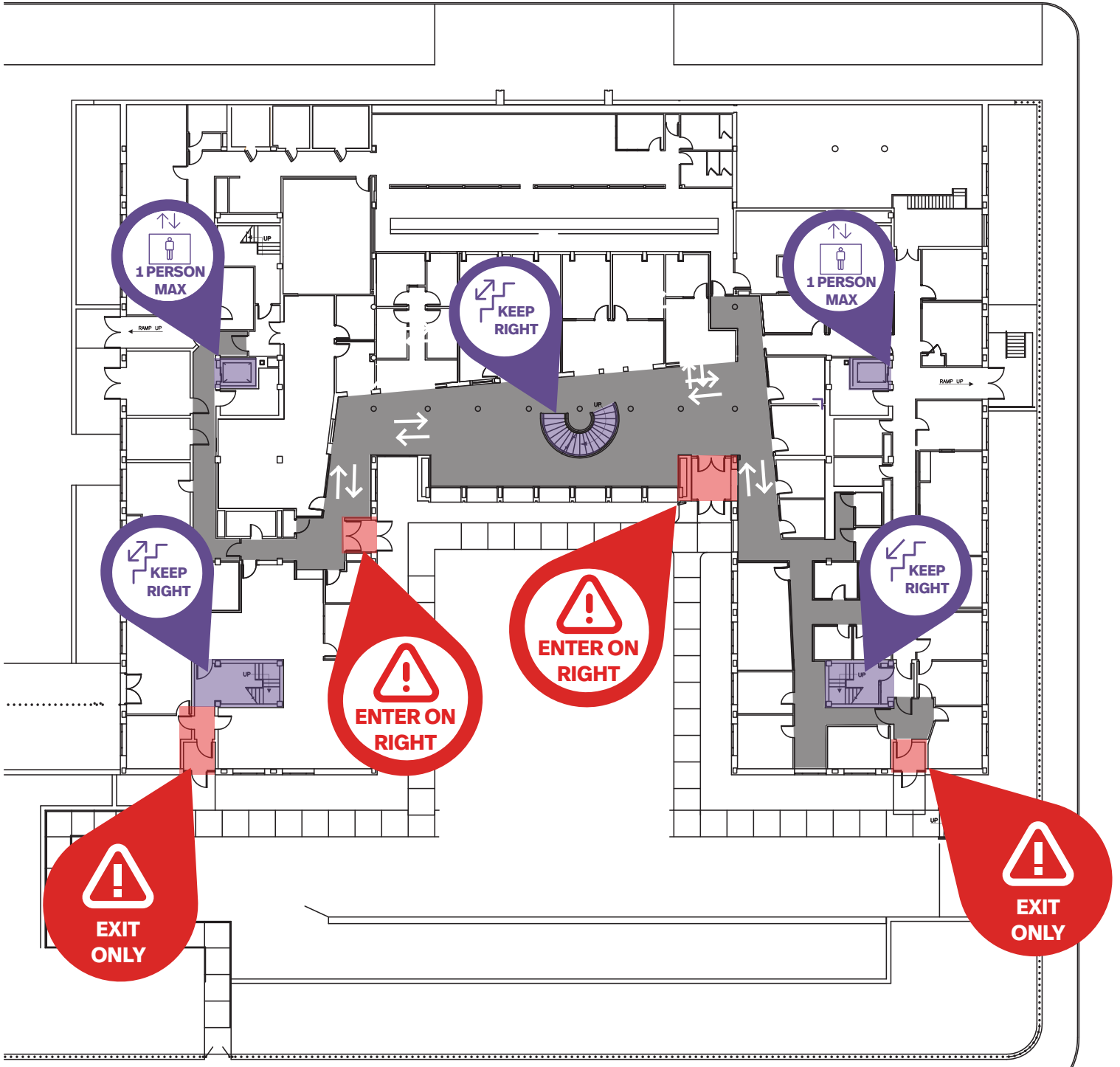
Snell Engineering

First Floor



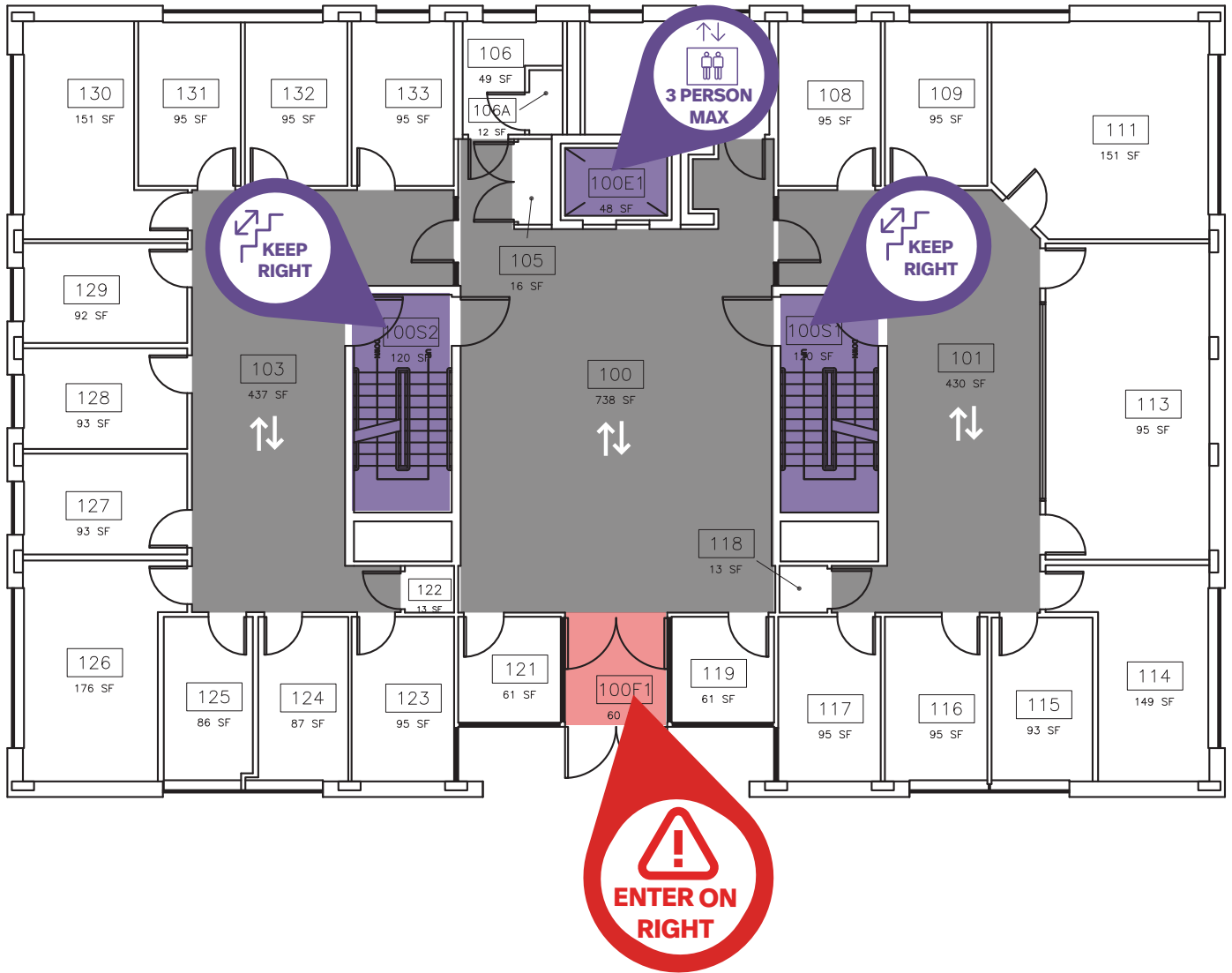
Speare Hall

Basement



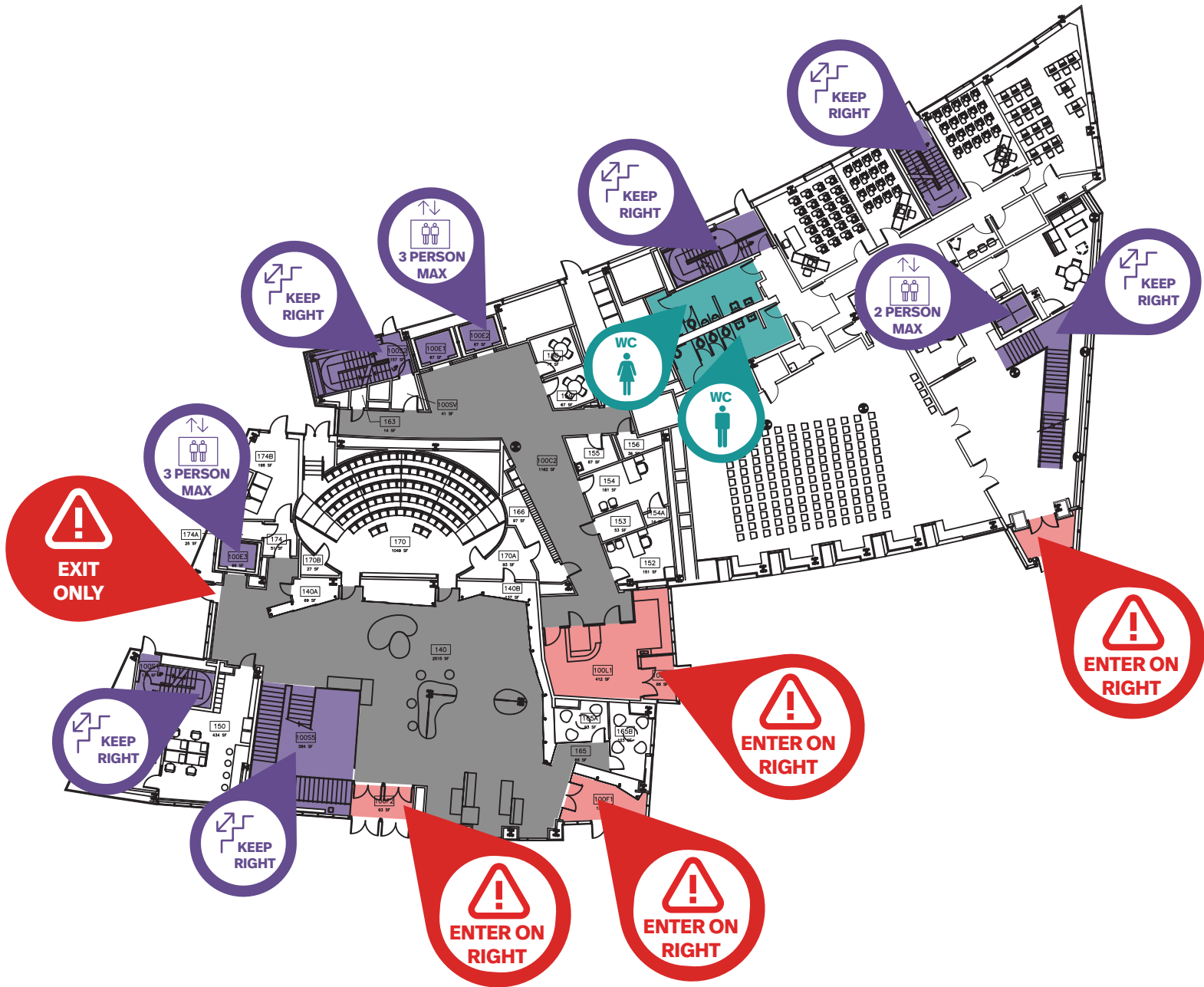
Stearns

First Floor



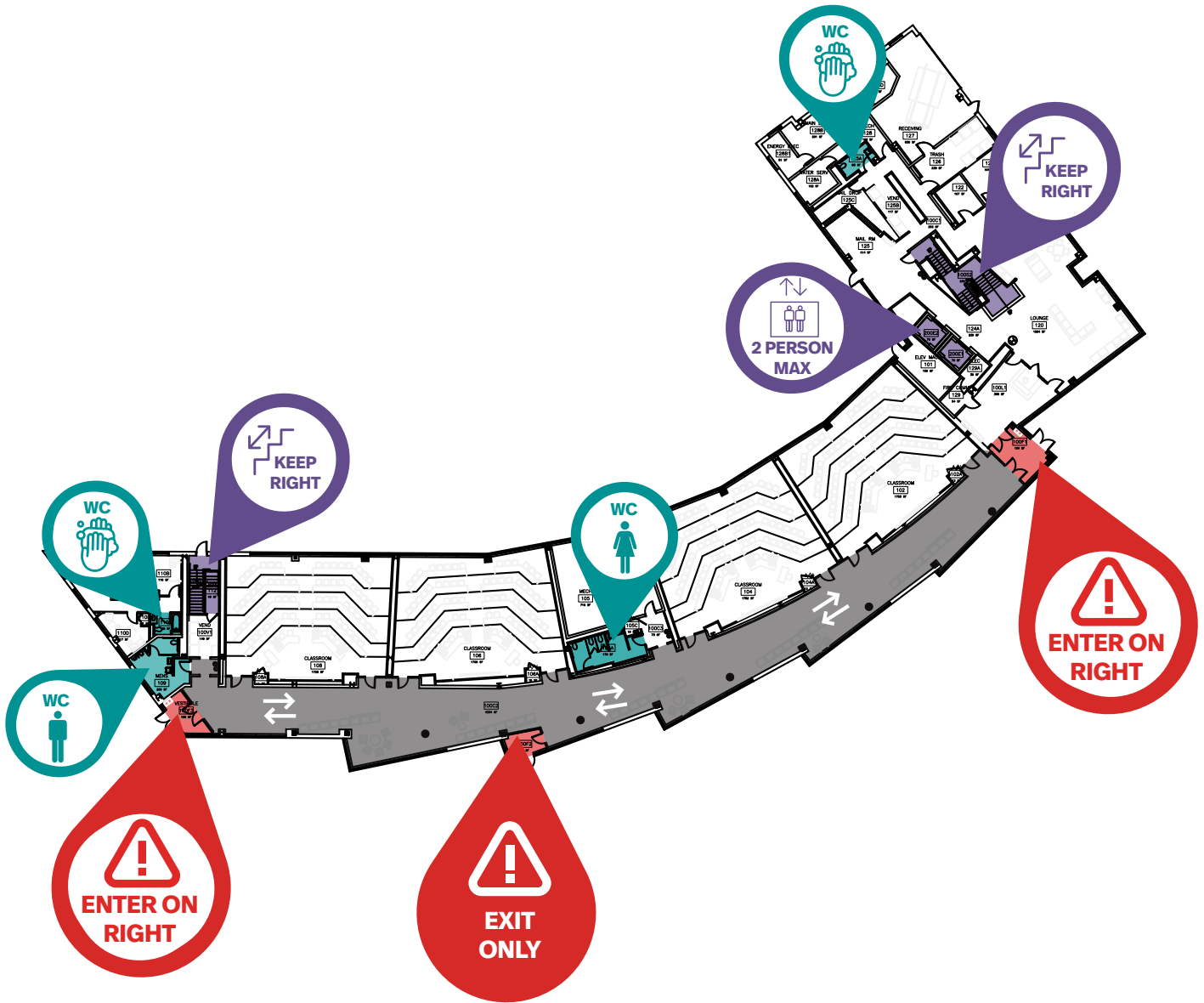
West Village F

First Floor



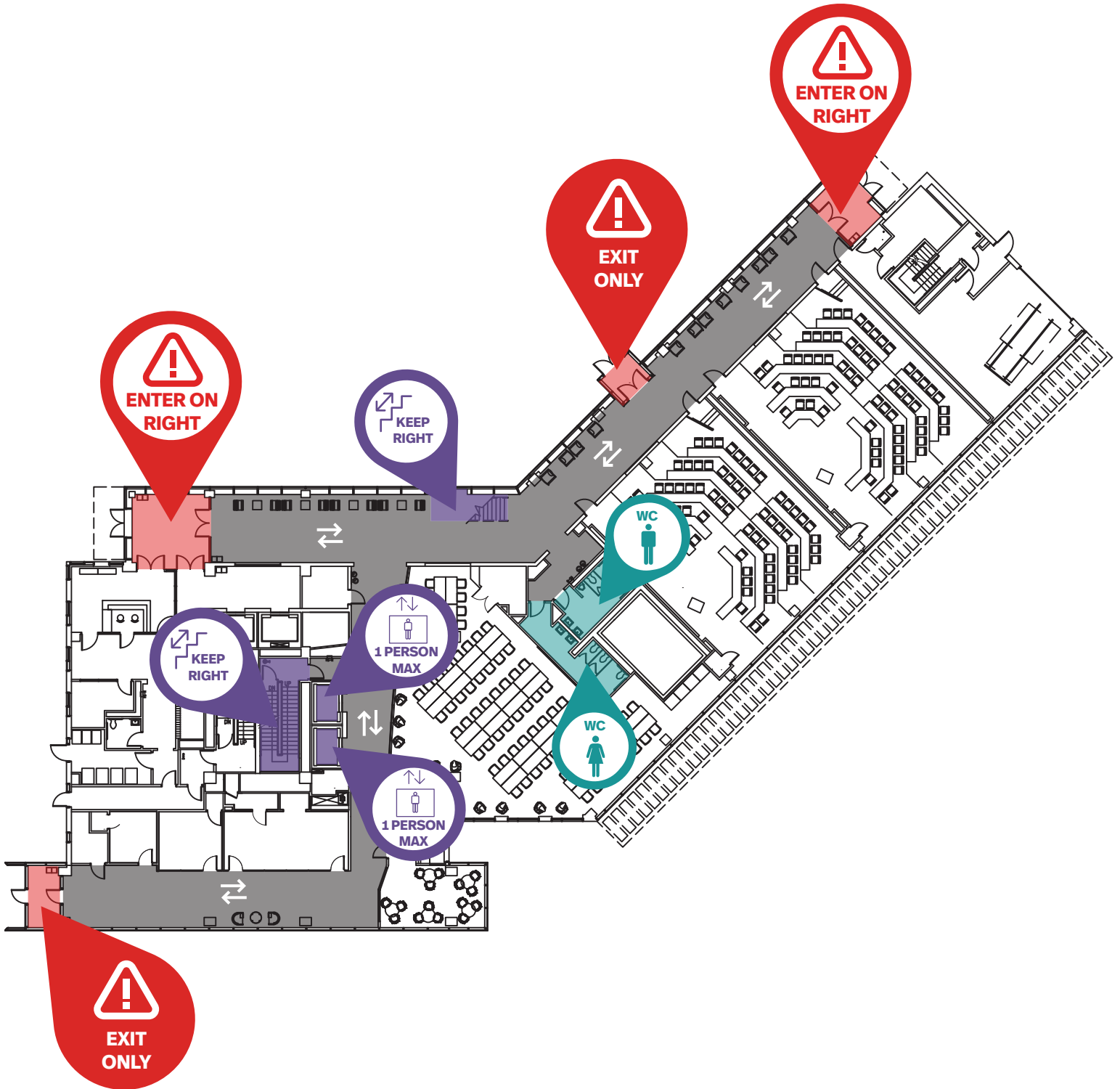
West Village G

First Floor



West Village H

First Floor

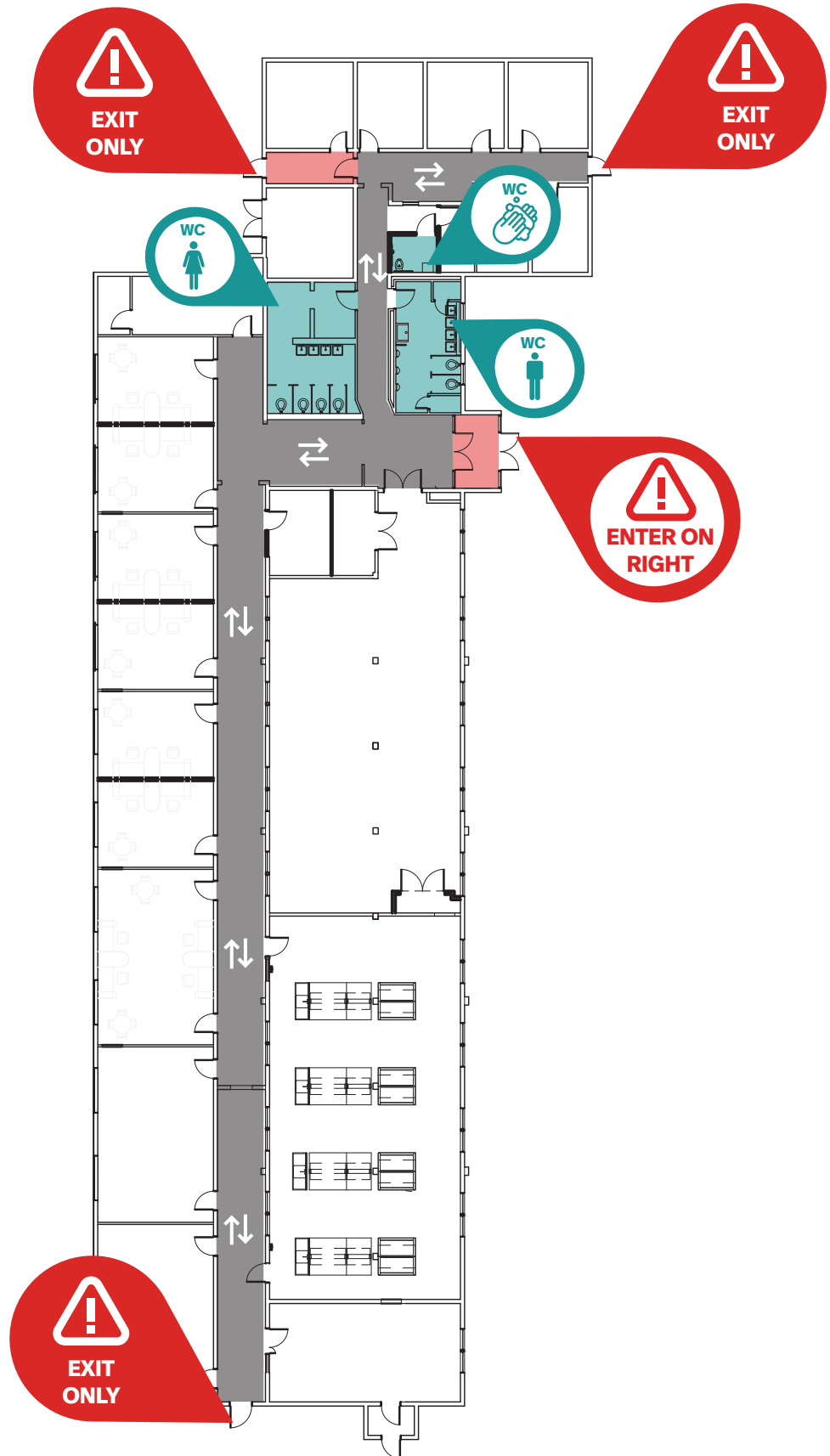


Regional Campuses



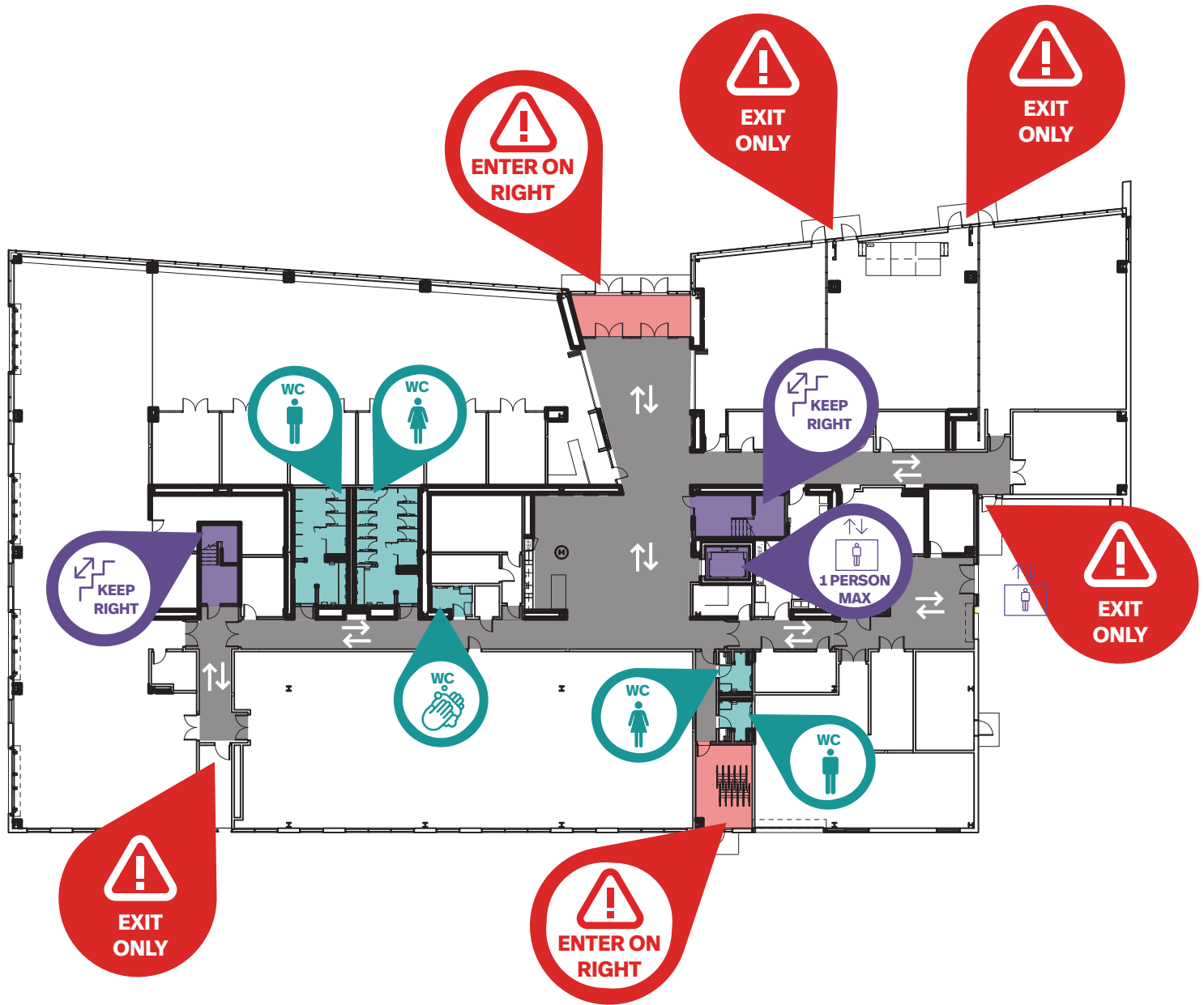
Burlington - Barracks Building

First Floor



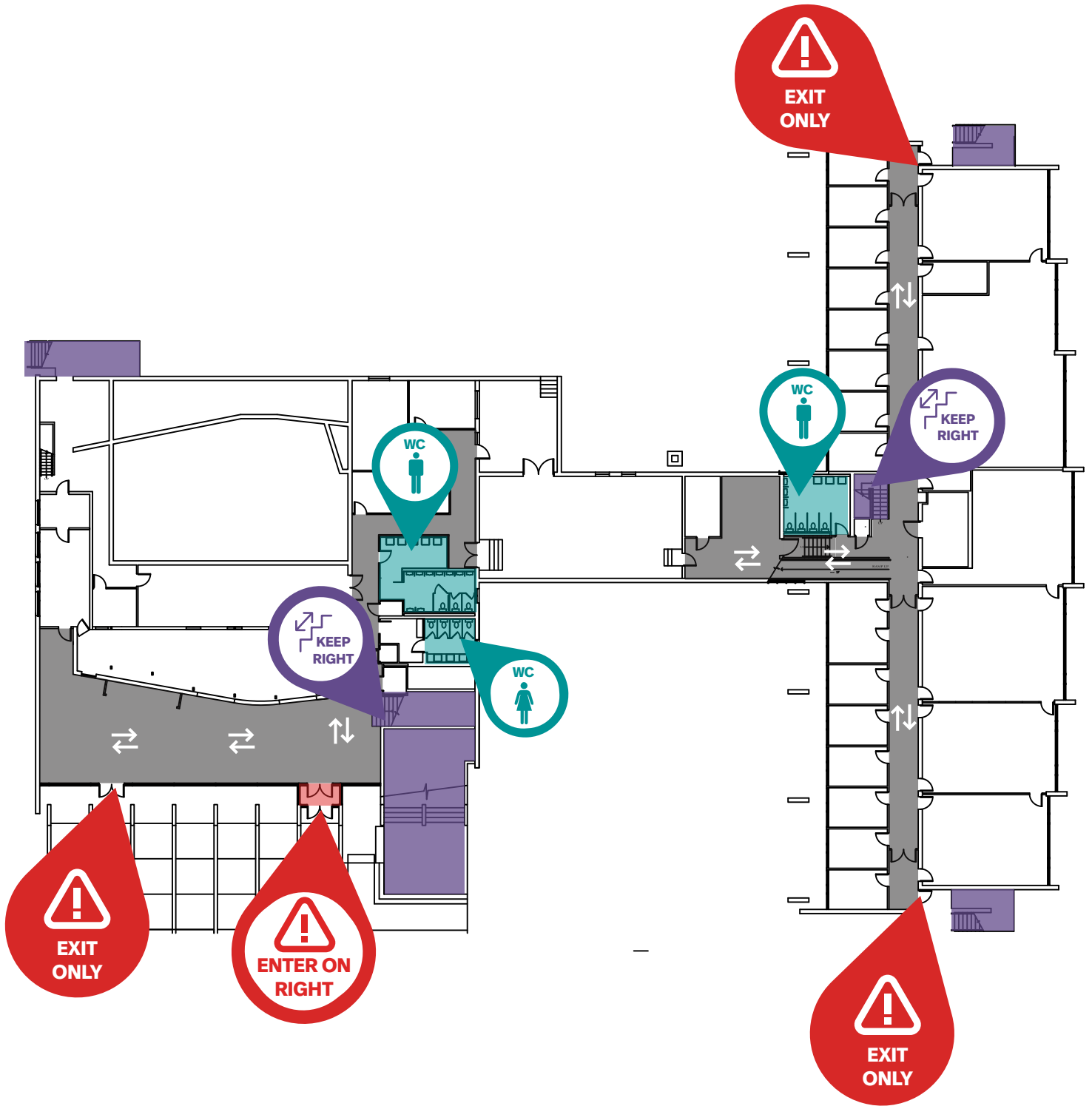
Burlington - Building 5

First Floor



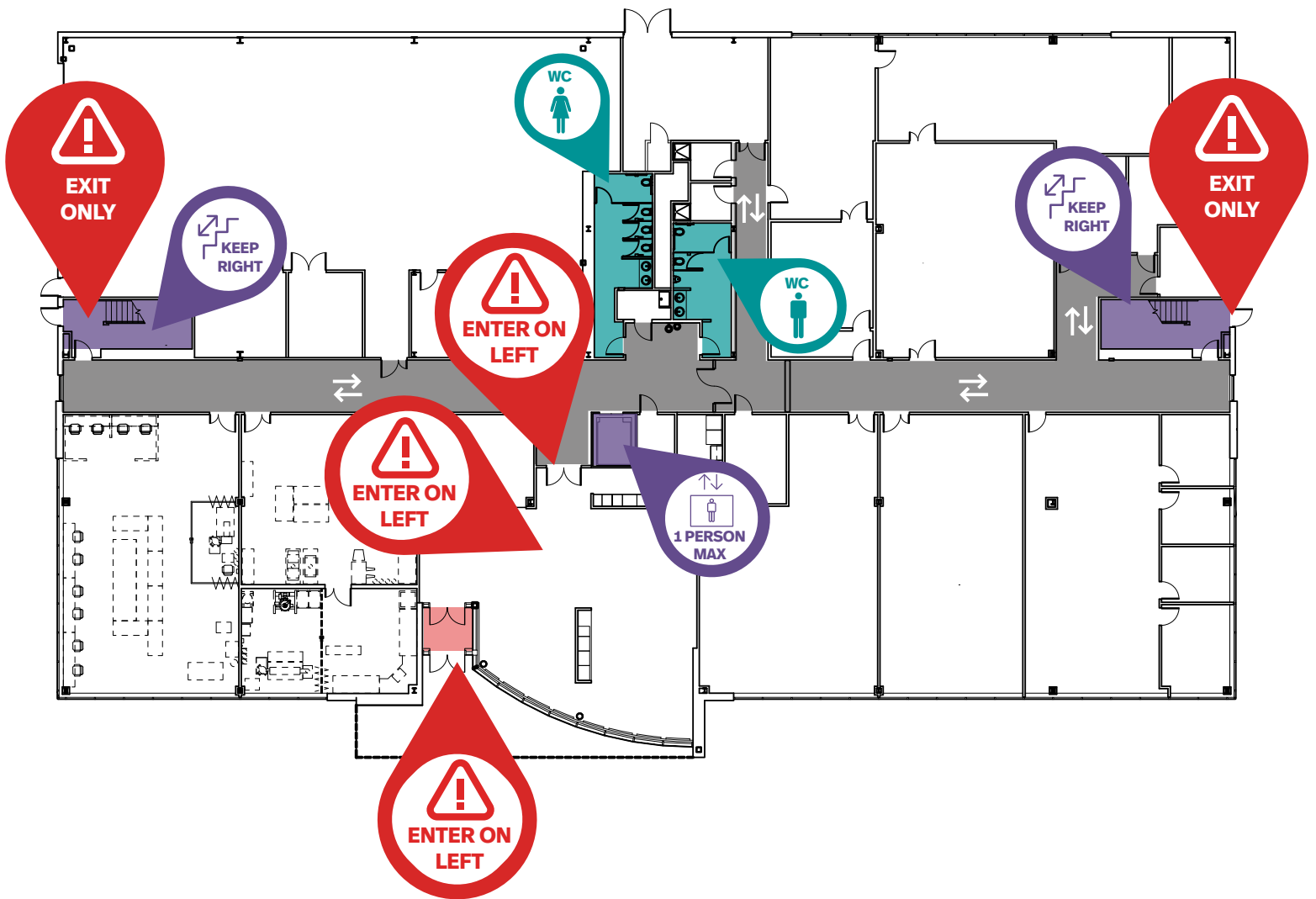
Burlington - Eliot Hall

First Floor



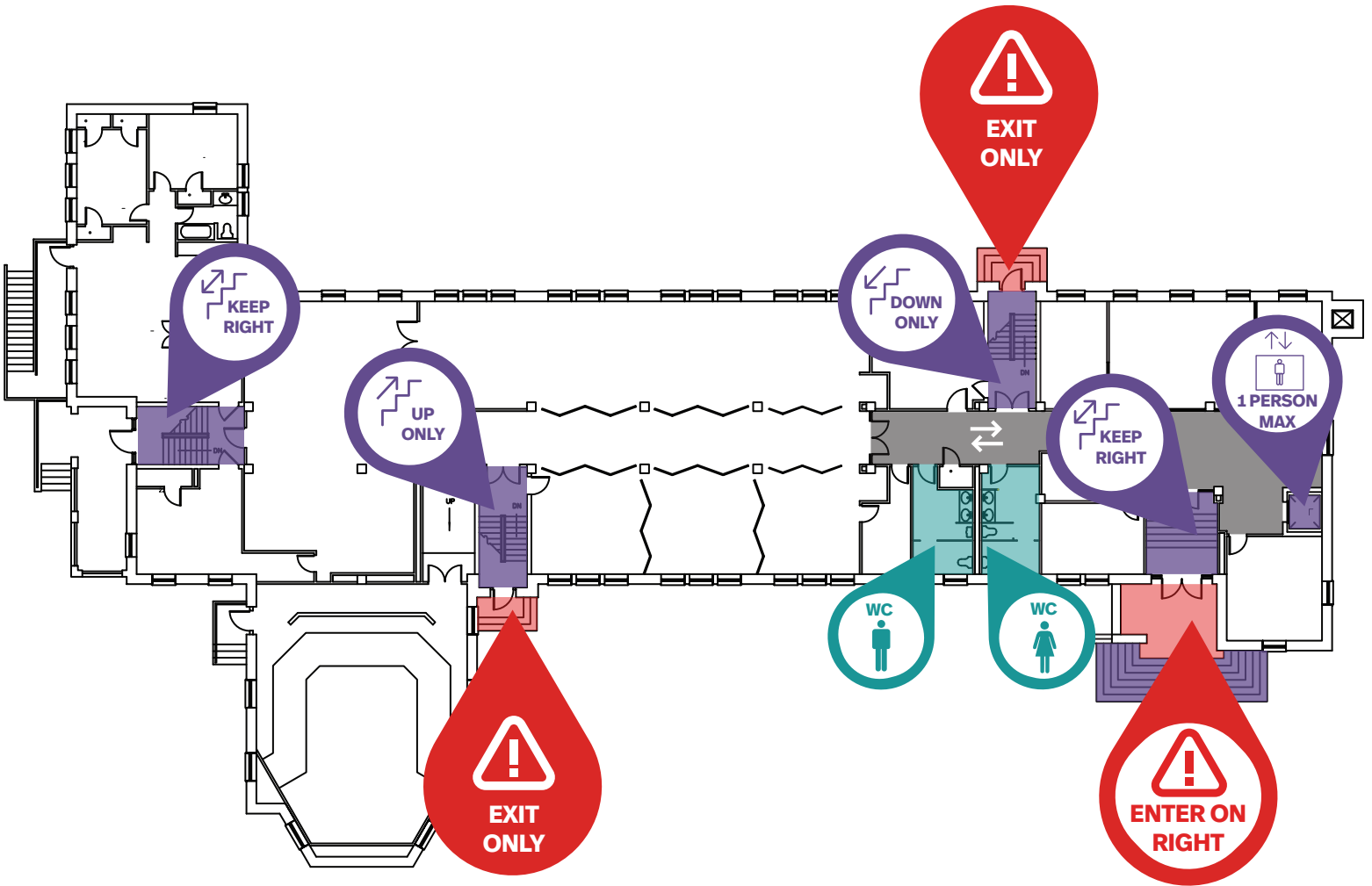
Burlington - Kostas Hall

First Floor



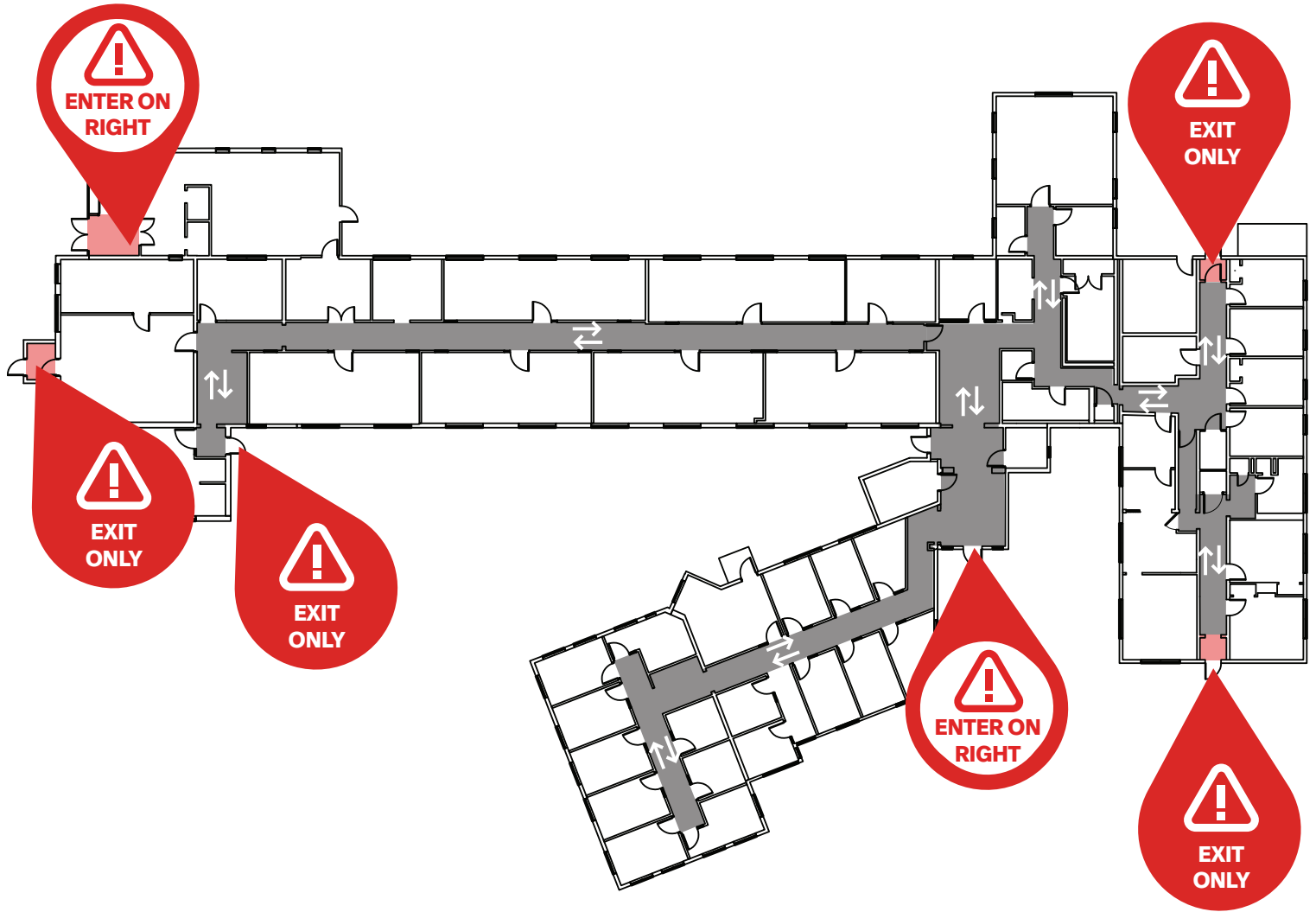
Dedham - Barletta Hall

First Floor



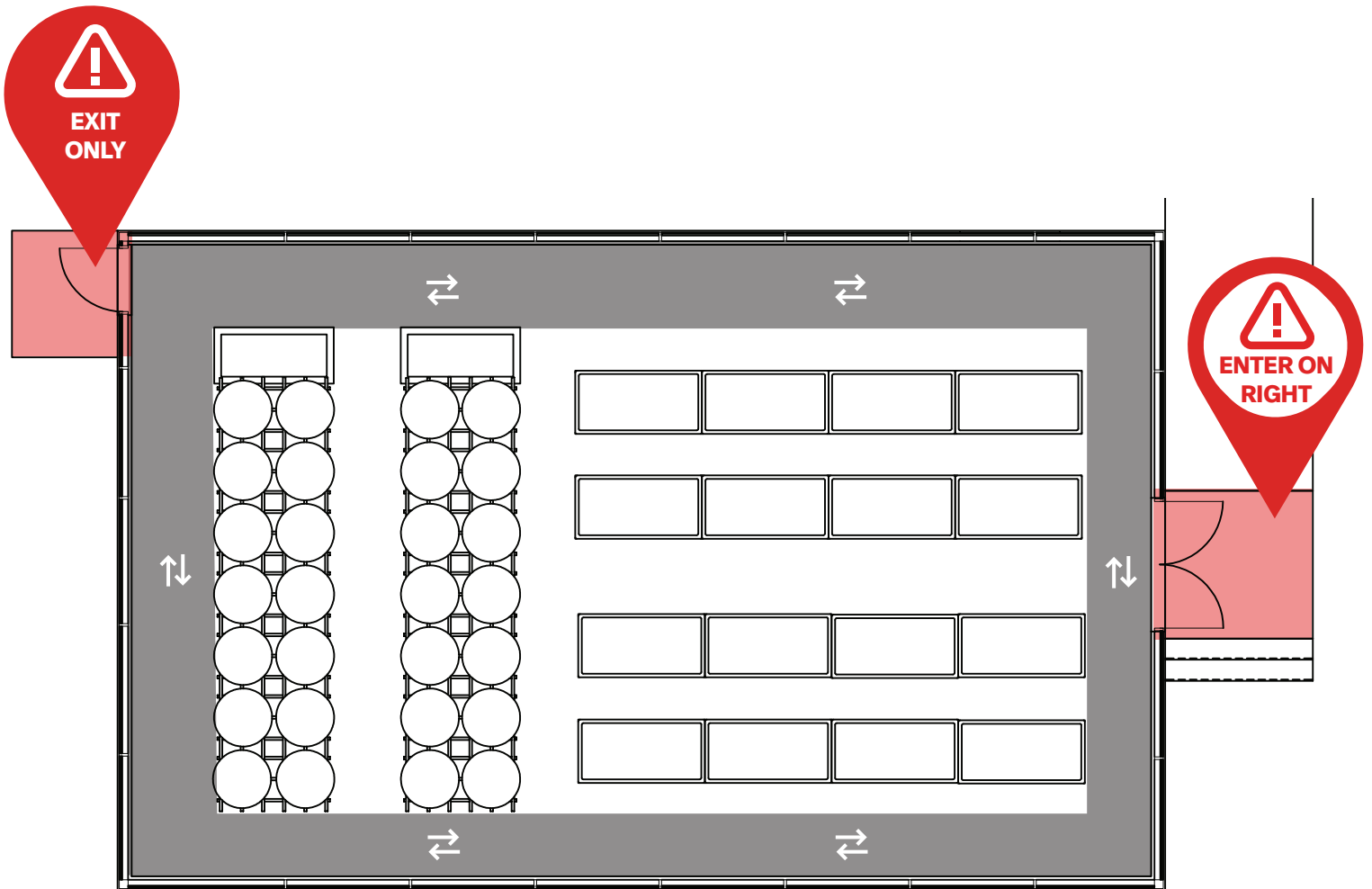
Nahant - Edwards Hall

First Floor



Nahant - Greenhouse

First Floor



Nahant - Murphy Bunker

First Floor

