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An Important Message from the BC Emergency & Risk Management Team

Update: August 20, 2020,
4:05 p.m. (EST)

BC Faculty & Staff,

The following announcement outlines revisions and updates to the **Faculty/Staff Health Monitoring Zone** locations (due to the 2-week online class schedule, some of the zones were taken off-line) and **PPE Delivery** to classroom/learning areas, including **Sanitation Station** deployment.

A. EFFECTIVE MONDAY, AUGUST 2020 BC Faculty & Staff Health Monitoring Zone Check-In Locations

Check-in Times: Mon.-Fri., 7:30 a.m. - 9:30 a.m. * Check-ins after 9:30 a.m., HR will serve as the check-in.

ZONE A : Administration Building

This is the check-in for faculty/staff

located in:

Administration

Alumni

Duckett

Gambrell

Gressette

Pratt Hall

Starks

Zone B: HRC

This is the check-in for faculty/staff

located in:

Bacoats

DHS Campus Center

Fine Arts

HRC

Jenkins Hall

LRC

Mather Hall

ZONE C: BC Health Center

This is the check-in for faculty/staff

located in:

Health Center

Laurel St. Athletic Offices

Haskell

Oak



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ZONE D: BDC

This is the check-in for faculty/staff located in:
BDC
CPI
BC Tiger Print Shop
CWJ Stadium
Athletic Coaches & Staff

B. Sanitation Station Deployment & Classroom PPE Delivery



Hand Sanitizer Stations, with FDA and CDC approved sanitizer placed in the following areas on 8/18-19: Entrances to classroom buildings, residence halls, dining areas and the library.



Sanitation Bins: Delivered to Administrative staff in classroom buildings for Dept. Chairs.

How to Use: The PPE in these bins are to refill the classroom PPE supplies as needed and for front desk/office use for faculty and staff.

Refills: Contact Tanendra.washington@benedict.edu or renee.joye@benedict.edu



Classroom PPE's: Each classroom will have sanitizer wipes. **How to Use:** These supplies are for students to use to wipe their respective desks and seats. Hand sanitizer, pump, will be available in each class and extra masks if needed. ALL students must wear masks in class and in open areas on campus. Directional signage will be placed inside classrooms.

Refills: Contact Dept. Chair.

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