Common Areas COVID-19 Safety Plan

Introduction
This document outlines the prevention measures that have been implemented in all common areas at SFU, which are part of SFU’s work towards protecting the health and safety of all members of the University community and compliance with applicable Public Health and WorkSafeBC requirements. This safety plan applies to all common areas, including those located in public and departmentally administered areas.

Common (indoor) areas on campus are defined as hallways, stairwells, elevators, washrooms, lounges, study areas, and any other areas that are generally accessible by anyone on campus (not behind a lockable door).

COVID-19 Prevention Measures
All members of the university community must follow the guidance provided by the Provincial Health Officer (PHO) to reduce their risk of infection of COVID-19:

- Wash your hands frequently for at least 20 seconds using soap and water.
- If a sink is not available, 60-90% alcohol-based hand rubs (hand sanitizer) can be used to clean hands if they are not visibly soiled. If they are visibly soiled, you can use an alcohol-based disposable hand wipe to remove the dirt and then use an alcohol-based hand rub. Hand sanitizer dispensers are located throughout buildings on campus.
- Do not touch your face/eyes/mouth with unwashed hands.
- When you sneeze or cough, cover your mouth and nose with a disposable tissue or the crease of your elbow, and then wash your hands.
- Stay home when you are ill, or have had close contact with somebody who has tested positive for COVID-19 or displaying symptoms.
- Practice physical distancing (see below).
- Do not visit campus if you have returned from travel outside of Canada within the last 14 days or live in the same household as a confirmed or clinical COVID-19 case who is self-isolating.
- Non-medical masks should be worn in all indoor public spaces, including hallways, study lounges, and other common areas, and in other situations where physical distancing is not possible.

Physical Distancing and Signage
All individuals are required to keep 2 metres (or 6 feet) apart from one another in all campus spaces wherever possible. Occupancy limits have been established for common areas including washrooms, elevators and some study areas and lounges. Where possible, seating within common areas has been configured to maintain 2m separation between seated individuals. Directional traffic flow has been implemented in high traffic corridors and stairwells. Signage, stickers and floor decals are used in common areas to indicate occupancy limits, area and seating closures, direction of traffic and queuing distance markers.
All members of the University community are encouraged to limit their time in study areas and lounges on campus to facilitate physical distancing.

I. Elevators
Elevators are limited to 1 individual at a time. Individuals who can use the stairs are encouraged to do so to free-up elevators for individuals with accessibility needs. A vinyl “occupancy limit” decal has been placed on the door of all elevators. Floor decals have been placed on the ground outside each elevator to indicate where individuals should stand while lining up to enter the elevator.

II. Washrooms
Occupancy limit signs have been posted on all washrooms. Unless protected by a physical partition, 2m separation between individuals within washrooms facilities needs to respected where feasible. To maximize physical separation, adjacent stalls, urinals and sinks have been taken out of service. Every second washroom stall has been locked and a sticker posted to indicate closure. Water to every second sink has been turned off, and tape has been used to indicated closure of sinks and urinals. Floor decals have been placed on the ground outside each washroom to indicate where individuals should stand while waiting to enter. An exception is Residence buildings, where only adjacent sinks have been taken out of service due to the floor to ceiling design of stall and shower dividers.

III. High Traffic Corridors and Stairwells
The flow of people in busy public spaces such as hallways and stairwells is managed by using one-way directional signage and/or A-frame signs that indicates the requirement to keep right and to practice physical distancing. Main building entrances have designated entry and exit doors, indicated by signage.

IV. Study Areas & Lounges
An assessment of all study areas and lounges was performed in consultation with faculties and departments. The following factors were considered when determining whether a study space should remain open or be closed:

- Proximity to areas of high activity, incorporating expected volume based on Fall 2020 course schedules
- Proximity to mass transit points
- Proximity to accessible bathrooms
- Nature of furniture and physical layout
- Risk – whether adequate safety protocols could be consistently maintained in the space
- Distribution of spaces across campus to ensure equitable access
- Furniture - “hard” furniture is preferred to facilitate effective cleaning and ensure signage remains resilient. Fixed furniture can help prevent users from modifying layouts in ways that compromise physical distancing.
- Intended use of the space for other purposes (e.g., staging, eating area).
Where practical, furniture was removed or rearranged to promote physical distancing by users of the space. Where furniture could not be moved and the layout was not conducive to physical distancing, signage has been used to denote which seats were closed, or to indicate space closure.

A list of approved study areas is provided as an appendix. All other study areas have been closed.

**Water Stations**
The bubbler or water fountain portion of water stations has been turned off. The sensor activated bottle refill function remains operational.

**Cleaning**
As outlined in the Cleaning and Disinfection Protocol in the [SFU COVID-19 Guidance on Safe Work on Campus](https://www.sfu.ca/COVID-19/Guidance/Safe-Work-on-Campus.html) document, SFU’s contracted janitorial service provider has implemented a high touch point cleaning/disinfection initiative which involves the cleaning/disinfection of high touch point surfaces in public spaces, including elevator panels and buttons, washroom partitions, taps, flush handles, door handles and push bars, garbage lids, and blue phones. Authorized study areas are included in the high touch point cleaning/disinfection initiative and will be cleaned 2-3 times per day. [Please refer to the COVID-19 Cleaning and Disinfecting Protocol](https://www.sfu.ca/COVID-19/Guidance/Safe-Work-on-Campus.html) for details.

**Personal Protective Equipment**
Although the use of Personal Protective Equipment is not a substitute for physical distancing measures, non-medical masks should be worn in all indoor public spaces, including hallways, study lounges, and other common areas, and in all situations where physical distancing is not possible. [Please refer to the Personal Protective Equipment (PPE) guidelines](https://www.sfu.ca/COVID-19/Guidance/Safe-Work-on-Campus.html) for details.

**Training**
Prior to returning to work on campus, all employees must complete the online [COVID-19 Awareness and Safe Return to Work training module](https://www.sfu.ca/COVID-19/Guidance/Safe-Work-on-Campus.html) on canvas. Students returning to campus must complete the [COVID-19 Awareness Training for Students](https://www.sfu.ca/COVID-19/Guidance/Safe-Work-on-Campus.html), also available on canvas.

**Reporting**
Employees should report safety concerns and hazards in their work areas to their supervisors. If not addressed, concerns can be escalated to the local safety committees and/or Environmental Health and Safety (EHS). All health & safety incidents, including accidents and near-misses, must be reported to EHS through the online web form.

Employees and students can raise common area COVID-19 specific safety concerns by emailing covid19_safety@sfu.ca. This email account is monitored by Safety & Risk Services.

**Monitoring and Oversight**
A COVID Ambassador team (CATs) will provide education and friendly reminders to members and visitors of the SFU community about established COVID-19 safety measures in place in all common areas including hallways, elevators, study areas and lounges. CATs will be responsible for encouraging the SFU community to use common areas in a safe manner, and for monitoring the condition of common areas.
and reporting deficiencies where necessary (e.g. missing signage, disoriented public furniture). Campus Public Safety will take on the role of monitoring and oversight outside normal working hours (e.g., Monday to Friday, 9-5pm). It is the University’s expectation that the CATs and Campus Public Safety will be treated respectfully and their guidance/instruction followed by all community members.

Lack of compliance with established prevention measures may result in additional space closures and/or individuals being asked to leave campus.
APPENDIX A
List of Open Study Areas and Lounges

The following study areas and lounges are open and COVID preventive measures have been implemented. Please note that this list is subject to change depending on compliance with established measures. A map of open study areas and lounges is available at: [https://viewsfu.its.sfu.ca/apps/vertisee/public/](https://viewsfu.its.sfu.ca/apps/vertisee/public/)

I. Burnaby Campus

<table>
<thead>
<tr>
<th>Building</th>
<th>Study Area/Lounge</th>
</tr>
</thead>
<tbody>
<tr>
<td>AQ</td>
<td>2000 level – James Douglas Study area</td>
</tr>
<tr>
<td></td>
<td>2000 level – Lounge beside Indigenous Student Centre</td>
</tr>
<tr>
<td></td>
<td>2000 level – seating adjacent to RCB</td>
</tr>
<tr>
<td></td>
<td>3000 level – North concourse</td>
</tr>
<tr>
<td></td>
<td>3000 level – West concourse</td>
</tr>
<tr>
<td></td>
<td>3000 level – East concourse (adjacent to Mackenzie Cafeteria)</td>
</tr>
<tr>
<td></td>
<td>6000 level – study nooks in corridors</td>
</tr>
<tr>
<td>Applied Science Building</td>
<td>9000 level – Main corridor  Adam h</td>
</tr>
<tr>
<td>Blusson Hall</td>
<td>9000 level – bar stools adjacent to the courtyard</td>
</tr>
<tr>
<td></td>
<td>10,000 level – area adjacent to room 10502</td>
</tr>
<tr>
<td></td>
<td>11,000 level – area adjacent to room 11502</td>
</tr>
<tr>
<td>Discovery 1</td>
<td>10,000 level – seating area outside cafeteria</td>
</tr>
<tr>
<td>Maggie Benston Centre</td>
<td>2000 level – Food Court</td>
</tr>
<tr>
<td></td>
<td>3000 level – seating at building entrance</td>
</tr>
<tr>
<td>Robert C. Brown</td>
<td>7000 level – seating outside Images theatre doors (west &amp; east hallways)</td>
</tr>
<tr>
<td>Saywell Hall</td>
<td>10,000 level – Criminology hallway</td>
</tr>
<tr>
<td>Shrum Science Centre</td>
<td></td>
</tr>
<tr>
<td>Biology</td>
<td>8000 level – Physics/Biology lounge</td>
</tr>
<tr>
<td>Chemistry</td>
<td>9000 level – Chemistry lounge</td>
</tr>
<tr>
<td>Kinesiology</td>
<td>9000 level – study lounge adjacent to K9507 (Science Alive office) and ASB</td>
</tr>
<tr>
<td>South Science Building</td>
<td>6000 level – central seating area</td>
</tr>
<tr>
<td>TASC II</td>
<td>6000 level – area behind main stairwell</td>
</tr>
<tr>
<td></td>
<td>7000 level – area behind main stairwell</td>
</tr>
<tr>
<td></td>
<td>8000 level – area behind main stairwell</td>
</tr>
<tr>
<td>Transportation Centre</td>
<td>Rotunda</td>
</tr>
<tr>
<td>WAC Bennett Library</td>
<td>3000 level – public areas (1 to 5pm, Monday to Friday, starting September 14th)</td>
</tr>
<tr>
<td>West Mall Complex</td>
<td>1000 level – study areas adjacent to west and east stairwells</td>
</tr>
<tr>
<td></td>
<td>2000 level – main study area</td>
</tr>
<tr>
<td></td>
<td>3000 level – study area adjacent to Tim Hortons</td>
</tr>
</tbody>
</table>
II. **Vancouver Campus**

<table>
<thead>
<tr>
<th>Building</th>
<th>Study Area/Lounge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harbour Centre</td>
<td>UM – Mall Entrance. Study table</td>
</tr>
<tr>
<td></td>
<td>UM – Escalator Lounge. Tablet chairs</td>
</tr>
<tr>
<td></td>
<td>1000 – Main Concourse. Bench seating, lounge seating with tablet, study tables</td>
</tr>
<tr>
<td></td>
<td>1305 – Teck Gallery. Rolling tablet chairs</td>
</tr>
<tr>
<td></td>
<td>1540 – First Nations’ Gathering Place. Study tables</td>
</tr>
<tr>
<td></td>
<td>1600 – Digital Lounge. Study tables</td>
</tr>
<tr>
<td></td>
<td>1700 – Lounge. Lounge seating</td>
</tr>
<tr>
<td></td>
<td>2000 – Concourse. Study tables, egg chairs, tablet chairs</td>
</tr>
<tr>
<td></td>
<td>2250 – Nature Lounge. Study tables</td>
</tr>
<tr>
<td></td>
<td>2295 – North West Lounge. Study table, lounge seating, tablet chair</td>
</tr>
<tr>
<td></td>
<td>2905 – Zen Lounge. Study Table</td>
</tr>
<tr>
<td></td>
<td>3110 – Elevator Lounge. Study table, lounge chair and tablet</td>
</tr>
<tr>
<td></td>
<td>3010 – Student Study Lounge. Study table</td>
</tr>
<tr>
<td></td>
<td>3410 – SFSS Lounge. Study/lunch tables</td>
</tr>
<tr>
<td>Segal Building</td>
<td>0945 – Lunchroom. Study/lunch tables</td>
</tr>
<tr>
<td></td>
<td>1100 – Founders Hall. Lounge chair with table</td>
</tr>
<tr>
<td></td>
<td>1900 – Vancouver Sun Room. Study table</td>
</tr>
<tr>
<td></td>
<td>2000 – Concourse. Study tables</td>
</tr>
<tr>
<td></td>
<td>2201 – Break out room. Study table</td>
</tr>
<tr>
<td></td>
<td>2800 – Classroom. Study table</td>
</tr>
<tr>
<td></td>
<td>2901 – Break out room. Tablet chair</td>
</tr>
<tr>
<td>Goldcorp Centre for the Arts</td>
<td>1220 – Main Lobby. Study tables</td>
</tr>
<tr>
<td></td>
<td>4600 – Corridor. Bench seating area</td>
</tr>
</tbody>
</table>
### III. Surrey Campus

<table>
<thead>
<tr>
<th>Building</th>
<th>Study Area/Lounge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surrey Central</td>
<td>3000 - Open study area on NE side 3000 level galleria</td>
</tr>
<tr>
<td></td>
<td>3082 – Private study room on E side 3000 level galleria next to lecture 3090</td>
</tr>
<tr>
<td></td>
<td>3084 – Private study room on E side 3000 level galleria next to lecture 3090</td>
</tr>
<tr>
<td></td>
<td>3086 - Private study room on E side 3000 level galleria next to lecture 3090</td>
</tr>
<tr>
<td></td>
<td>312 – Open study area on E side 3000 level galleria next to stair 311</td>
</tr>
<tr>
<td></td>
<td>311 – Open study area on E side 3000 level galleria under stair</td>
</tr>
<tr>
<td></td>
<td>3165 - Private study room on SE side 3000 level galleria next to classroom 3170</td>
</tr>
<tr>
<td></td>
<td>319A – Open study area on S side 3000 level galleria</td>
</tr>
<tr>
<td></td>
<td>3210 - Private study room on SW side 3000 level galleria next to classroom 3200</td>
</tr>
<tr>
<td></td>
<td>324 - Private study room on SW side 3000 level galleria next to classroom 3200</td>
</tr>
<tr>
<td></td>
<td>3220 - Private study room on SW side 3000 level galleria near classroom 3240</td>
</tr>
<tr>
<td></td>
<td>3225 - Private study room on SW side 3000 level galleria next to classroom 3240</td>
</tr>
<tr>
<td></td>
<td>3262 - Private study room on W side 3000 level galleria near classroom 3270</td>
</tr>
<tr>
<td></td>
<td>3264 - Private study room on W side 3000 level galleria near classroom 3270</td>
</tr>
<tr>
<td></td>
<td>3266 - Private study room on W side 3000 level galleria next to classroom 3270</td>
</tr>
<tr>
<td></td>
<td>332 - Open study area on W side 3000 level galleria next to stair 331</td>
</tr>
<tr>
<td></td>
<td>331 – Open study area on W side 3000 level galleria under stair. Tables and chairs</td>
</tr>
<tr>
<td></td>
<td>3315 - Private study room on W side 3000 level galleria next to lecture 3310. Table and chairs</td>
</tr>
<tr>
<td></td>
<td>3320 - Private study room on W side 3000 level galleria next to lecture 3310. Table and chairs</td>
</tr>
<tr>
<td></td>
<td>3325 - Private study room on W side 3000 level galleria next to lecture 3310. Table and chairs</td>
</tr>
<tr>
<td></td>
<td>3365 - Private study room on NW side 3000 level galleria next to lab 3350</td>
</tr>
<tr>
<td></td>
<td>3370 - Private study room on NW side 3000 level galleria near lab 3350</td>
</tr>
<tr>
<td></td>
<td>3396 – Open student lounge on NW side 3000 level galleria near escalators</td>
</tr>
<tr>
<td>Building</td>
<td>Study Area/Lounge</td>
</tr>
<tr>
<td>---------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>4000</td>
<td>Open study area on NE side 4000 level galleria</td>
</tr>
<tr>
<td>419A</td>
<td>Open study area on S side 4000 level galleria</td>
</tr>
<tr>
<td>441</td>
<td>Open study area on W side 4000 level near tower stairwell overlooking mezzanine</td>
</tr>
<tr>
<td>5002</td>
<td>Open study area on NE side 5000 level galleria</td>
</tr>
<tr>
<td>512</td>
<td>Open study area on E side 5000 level galleria next to stair 511</td>
</tr>
<tr>
<td>519A</td>
<td>Open study area on S side 5000 level galleria</td>
</tr>
<tr>
<td>5300</td>
<td>Open study area on W side 5000 level galleria near stair 531</td>
</tr>
<tr>
<td>532</td>
<td>Open study area on W side 5000 level galleria next to stair 531</td>
</tr>
<tr>
<td>5399</td>
<td>Open study area on NW side 5000 level galleria near entrance to galleria</td>
</tr>
<tr>
<td>539D</td>
<td>Open study area on NW side 5000 level galleria next to escalators</td>
</tr>
<tr>
<td>541</td>
<td>Open study area on W side 5000 level near tower stairwell overlooking mezzanine</td>
</tr>
<tr>
<td>2410</td>
<td>Open lounge area on Podium 2 Mezzanine</td>
</tr>
<tr>
<td>278, 297, 2700</td>
<td>Open seating area 2000 level podium various locations</td>
</tr>
<tr>
<td>Surrey Engineering</td>
<td>1001 - Open theatre type seating area on 1000 level main atrium. Next to tree pod A.</td>
</tr>
<tr>
<td></td>
<td>2001 - Open theatre type seating area on 2000 level main atrium</td>
</tr>
<tr>
<td></td>
<td>POD-A – open lounge area on 2000 level</td>
</tr>
<tr>
<td></td>
<td>POD-B – open lounge area on 2000 level</td>
</tr>
<tr>
<td></td>
<td>3000 – Private study room on 3000 level</td>
</tr>
<tr>
<td></td>
<td>3001 - Open theatre type seating area on 3000 level main atrium</td>
</tr>
<tr>
<td></td>
<td>POD-C – open lounge area on 3000 level</td>
</tr>
<tr>
<td></td>
<td>POD – open lounge area on 3000 level</td>
</tr>
<tr>
<td></td>
<td>3002 - Private study room on 3000 level</td>
</tr>
<tr>
<td></td>
<td>3004 - Private study room on 3000 level</td>
</tr>
<tr>
<td></td>
<td>4222 - Open theatre type seating area on 4000 level main atrium</td>
</tr>
<tr>
<td></td>
<td>POD-E – open lounge area on 3000 level</td>
</tr>
</tbody>
</table>