



## **Science / Tech / Business Complex Re-Entry Guidelines**

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The Science / Tech / Business Complex Re-Entry Guidelines are designed to ensure and maximize a safe and healthy environment, NTU has established the following protocols for all staff, students, and visitors while on campus conducting business at the Science / Tech / Business Complex. These guidelines are based on information obtained from the Centers for Disease Control and Prevention (CDC), The New Mexico Department of Public Health and Environment, and the New Mexico Higher Education Department. The protocols defined in this document are expected to be followed without exception. The NTU COVID-19 Mitigation and Response plans will be adhered to.

### **Entrance to Science / Tech / Business Complex**

- **Main Entrance is the west-facing double access doors.**
- **Exit through the east-facing double doors.**
- No exit access from within the classrooms as they are reserved for safety crisis egress.
- Foot traffic will flow one-way, west to east to avoid cross-foot traffic congestion.
- All Employees, Students, Non-NTU Programs, and Visitors must wear a facemask at all times upon entering the Science / Tech / Business Complex.
- All Offices will have Barriers (i.e. Plexi-glass) installed where necessary.
- There will be signage posted within the building to remind employees/students/visitors about social distancing, mask requirement, etc.
- Touchless Hand Sanitizer Station will be available in the Science / Tech / Business Complex Lobby.

### **Health Check to Enter Campus**

- All Employees, Students, Non-NTU Programs, and Visitors will be screened with a Non-Contact Thermometer during arrival to campus by the NTU Security. The Screened Temperature must read 100.3 degrees or below to be allowed onto Campus. If an individual's temperature reached 100.4 degrees or above security will deny entry onto campus
- Touchless Hand Sanitizer stations will be placed across campus to reduce the spread

### **Daily Hygiene Practices**

- Wash Hands often with soap and water for at least 20 seconds.
- Use hand sanitizer if water is not available.
- Avoid touching your eyes, nose, and mouth.
- Cover your mouth and nose with your sleeve when you sneeze or cough.

### **Social Distancing**

- Everyone must stay at least 6 feet away from others. (Social Distancing)
- No gathering or congregating.



### **Face Covering**

- Staff, Students and Visitors are required to wear appropriate face masks.
  - Masks should fully cover the nose and mouth without gaps.
  - Masks should stay in place without needing adjustments.
  - Cloth masks should be washed daily

### **Daily Office and Classroom Cleaning**

- Surfaces and objects frequently touched will be disinfected at the beginning and end of the work day- Computer/Laptops, Keyboards, Phones, Desk, Chair, Filing cabinets, etc.
- Staff will disinfect chair, desk, and other areas after visitor leaves the office.
- Custodians have a routine cleaning schedule for the offices, restrooms, storage rooms, open areas, etc.
- Use of shared objects (e.g., lab equipment, computer equipment, desks) should be limited when possible, or cleaned between use with safe cleaning methods.
- Space seating/desks at least 6 feet apart when feasible. For computer labs, taping off seats to ensure six-foot distance between seats.

**Anyone who does not follow protocol will be reported to the Security and asked to leave the premises.**

**All limitations subject to change based on guidance issued by NTU, CDC, the State and Navajo Nation.**