



**House Corporation
for the
Eta Kappa Chapter of Chi Omega**

University Approved Housing Operation Plan

The following UAH organization is providing the following information regarding operational plans related to Covid-19 for Fall semester 2020.

UAH organization name: **Chi Omega** house located at 1607 N. Pine

The Chi Omega House Corporation considered guidance from the Federal, State, County, University, and Chi Omega National levels with respect to this Housing Operation Plan. Based on this guidance, this plan may be subject to change. This plan has been determined with the safety and health of all our members.

Sanitation Information:

The following shall be adhered to for the Fall Semester 2020

For the contract cleaning service, contract food service and other contractors deemed necessary by the House Corporation for the proper function of the house:

- **Wearing of Masks while at the house:**
Contractors must wear masks while on Chi Omega property.
- **Common and private areas – Hand cleanliness:**
Contractors should utilize provided hand sanitizers and/or hand soap and paper towels when entering and while on Chi Omega property.
- **Common and private areas – Temperature Checks:**
Contractors are expected to take their temperatures before entering Chi Omega property. Fever equal to or higher than 100.0F means DO NOT ENTER. See this CDC site for further guidance on temperature and symptoms.
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- **Contract Cleaning Service**
Chi Omega has arranged a professional house cleaning service to deep clean the common areas of the Chapter house on a weekly basis. The common areas include living room, music room, owl room, computer/files room, bathrooms, hallways and stairwells, dining room, and hangout room. Ultimately, it is the responsibility of the in-house members to maintain and ensure cleanliness of the Chapter house.

The following shall be adhered to for the Fall Semester 2020

- **House Responsibilities (assigned cleaning responsibilities)**
House responsibilities are assigned and monitored by the Facilities Manager and her committee. Ultimately, it is the responsibility of the in-house members to

maintain and ensure cleanliness of the Chapter house. It is the responsibility of each sister to maintain good personal hygiene.

- **Wearing of Masks while at the house**

All collegiate sisters, alumnae, advisors, guests, and contractors must wear masks while on Chi Omega property. Masks may be removed when eating, drinking, showering or sleeping. While not wearing masks, appropriate social distancing must be observed. For the first 2 weeks of school per university guidance, only in-house sisters and contractors (cleaning, cooking, and others as deemed necessary by the House Corporation for the proper function of the house) will be allowed in the house. Everyone must supply their own masks that adhere to the CDC guidelines available here:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

- **Common and private areas – Hand cleanliness:**

Hand sanitizing stations are located at each door to the outside of the house (except the bike room as it is not used as an entrance), on the first floor at the stairwell and at the entrance to the kitchen. Everyone entering the house and leaving the house shall use these stations for hand sanitizing. Additionally, at each sink in the house, hand soap and paper towels will be available. Everyone is encouraged to wash their hands often (for at least 20 seconds) and definitely prior to eating, handling any food, and after using the restroom. House responsibilities will include stocking the sanitizer, soap, paper towels, and cleaning the dispensers. House responsibilities are assigned and monitored by the Facilities Manager and her committee.

- **Cleaning and sanitizing of door handles and high touch zones:**

House Responsibilities will be completed 2 times per day for the common areas of the house with respect to high touch zones (door handles including bathroom stall doors, light switches, handrails, etc.). The occupants of the bedrooms are responsible for the cleaning of their rooms including high touchpoint surfaces such as the doorknobs, light switches and desk surfaces.

- **Common and private areas – Temperature Checks:**

Every in-house sister is expected to take her temperature at least once a day prior to leaving for campus. In-house members should bring a personal thermometer. Additionally, thermometers will be located at the following locations: front door, owl room door, kitchen door, first floor door and second floor door. Each thermometer shall be sanitized prior to and after use by the user. House responsibilities will include sanitizing the thermometers.

- **Kitchen, kitchenette and dining areas:**

Kitchenette - In order to limit germ transfer in the kitchen, a kitchenette is being installed. A refrigerator will be available in the laundry room to house refrigerated food. In house sisters are encouraged to use these areas when the Chef is not at the house to minimize being in the kitchen and pantry. Sisters shall clean these areas prior to and after use with cleaning and disinfecting agents provided. House responsibilities will include cleaning and sanitizing the kitchenette and refrigerator.

Dining Areas – Dining areas shall be cleaned and sanitized prior to and after use. Whomever is using the eating area will “be in charge” of themselves. The Facilities Manager and her committee along with every other girl in the chapter should be considering hyper cleanliness of the house during the pandemic. If there are personnel issues related to cleanliness, the chapter, and the personnel advisor address this using a process we already have in place. When not eating or drinking, masks should be on and proper social distancing observed.

Kitchenware must be washed in the dishwashers. Proper hand sanitizing, social distancing and mask wearing should be observed when handling kitchenware.

Kitchen – The kitchen bathroom is off limits to everyone but the Chef. This bathroom will be cleaned weekly by the cleaning service. The Chef’s responsibilities include food preparation, washing pots & pans, cleaning of cooking areas and surfaces, cleaning of beverage machines, mopping of kitchen, removal of trash from kitchen. The chef service and its staff adhere to all public health guidelines and regulations. Barriers will be present on the kitchen island to protect food from germ transfer while it is being served. Masks should be on and proper social distancing observed when anyone is in the kitchen for any reason. Eating will no longer be allowed in the kitchen. The chef will provide cleaning and disinfecting in the kitchen while they are onsite. The chef will ensure countertops and the floor are cleaned and disinfected at the end of their day.

- **Questions about cleaning and disinfecting?**

When questions arise about cleaning and disinfecting, this site should be referenced <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

If needed, the facilities manager will contact the House Corporation President or Personnel Advisor for guidance.

- **HVAC and House Corporation provided air conditioners:**

The House Corporation has contracted to have a UV Whole Home In-Duct Air Purifier installed in the HVAC. Additionally, the indoor and outdoor coils for the HVAC will be cleaned and disinfected prior to start of the semester. Window unit air conditioners in the living room, at the top of the stairwell in the original house, and in the Owl Room will also be cleaned and disinfected by our contractor before the start of the semester. Additional cleanings will be performed as deemed necessary by the House Corporation.

- **Common Area Bathrooms (excluding the kitchen bathroom):**

House responsibilities will determine the schedule that the chapter uses to clean the common area bathrooms. The contract cleaning service schedule is determined in a previous section. Sisters are encouraged to clean before and after use. If possible, a spray disinfectant should be used after use.

- **Private Area Bathrooms:**

House responsibilities will determine the schedule that the chapter uses to clean the private area bathrooms. The contract cleaning service schedule is determined in a previous section. Sisters are encouraged to clean before and after use. If possible, a spray disinfectant should be used after use.

Dining

Meal options will be provided per the chef contract.

	First Day of Service: 08/17/2020			Lunch: 11:30am-1pm			Dinner: 5pm-6pm	
	SUN	MON	TUES	WED	THUR	FRI	SAT	
Breakfast	-	48	48	48	48	48	-	
Lunch	-	60	60	60	60	60	-	
Dinner	-	80	60	60	60		-	

Chapter Dinner

Breakfast is for in-house sisters only. Breakfast is also a self-serve no-chef scenario.

The Chapter will utilize the kitchenette as much as possible for breakfast.

The kitchenette shall be cleaned and sanitized prior to use. See above section for hand cleanliness expectations.

The chapter will work on a schedule which meets social distancing, hand sanitizing, and masking requirements when queueing up and girls are expected to follow social distancing rules when eating. They will determine assigned dining and rotations. Social distancing, hand washing, and mask wearing must always be observed. Everyone is expected to disinfect their hands prior to getting their meals. Meals will be Chef served buffet style where chef is in the kitchen behind a barrier and each plate is passed to the kitchenette side for retrieval. Distancing must be preserved.

The House Corporation President and/or Chapter Personnel Advisor will review their plan.

During the Fall Semester 2020, sisters may eat in their rooms if they choose. Dishes, silverware, and glasses shall be returned promptly to the kitchen when they are done. To adhere to proper social distancing, sisters may also eat outside, in the owl room or in the Hangout room. Again, areas must be disinfected after use and kitchenware must be returned and placed in a dishwasher in the kitchen. Everyone is expected to disinfect their hands prior to getting their meals.

Food/beverages/eating is not allowed in the living room or music room.

Bedrooms/Sleeping

Maximum people per room: two

Room Type: traditional two-person room

Toe to head when sleeping, wearing of masks (may be worn while sleeping but not required), maintain proper social distancing, and observe hand washing.

It is a good idea to keep the room door closed or slightly cracked. A fan or air conditioner provided by the occupant is recommended for circulation of air.

The occupants are responsible for practicing good personal hygiene and maintaining cleanliness of the room, including regularly disinfecting high touchpoint surfaces daily (at a minimum) such as doorknobs, light switches, and desk surfaces.

Visitor policy

Girls will be asked to sign in visitors and check the guest check their temperature, use the sanitizer and wear a mask while at the house. Guests will only enter through the front door or the owl room door. Guests are restricted to one per member.

Visitors shall not enter without a mask and their temperature must be less than 100.0 F degrees.

Chi Omega House Rules still apply for Fall 2020 (rules may be superseded by this document).

It is recommended that when girls are moving in for the semester that family not enter the house when the sister moves in. When In-house sisters help each other move in they must observe mask wearing, cleanliness, and proper social distancing. The facilities manager and the Chapter shall decide what works for them with respect to schedule for moving in.

Social policy

No social activities with more than 10 people will be held on Chi Omega property during the Fall 2020 semester. Cleanliness guidelines noted above, temperature checks, social distancing and mask wearing must always be observed.

Isolation/Quarantine plan

In the event of a positive case, the student will have the option to return home or to lodge within University isolation housing (if available).

Roommates or those in very frequent contact with the positive case will have an option to self-quarantine within Chi Omega, to utilize University quarantine spaces (as available) or return home (if possible).