



From the Division of Administrative and Business Affairs

Update: Building cleaning schedules

With the majority of campus moving to online and virtual services, our division is requesting your collaboration and partnership to help further reduce the number of staff physically working on campus. We will be accomplishing this by reducing the number of buildings that will be cleaned on a regular basis. Currently, our custodial staff has been diligently cleaning each building on campus. However, as physical access to buildings decrease, comprehensive cleaning measures can decrease as well.

The buildings listed below had lower traffic patterns. As such, **these buildings will no longer be cleaned on a daily basis.** Signage indicating this will be posted at all entrances to the building.

This does NOT mean that faculty and staff will not be able to access these buildings if they already have pre-programmed access. If a faculty or staff member enters one of the buildings listed, they are asked to contact Facilities Management and advise which area(s) they have used. A cleaning crew will focus only on the area(s) identified. Facilities Management will still walk through all buildings on a daily basis to ensure it is secure and there are no infrastructure concerns.

Buildings that will no longer be cleaned on a daily basis:

Alpine
Benicia
Broad Fieldhouse
Brighton
Calaveras
Douglass
Eureka
Humboldt
Library
Mendocino
Shasta
Yosemite

In summary, the buildings listed will not be cleaned on a regular basis. However if you access one of the buildings listed and would like a specific area to be cleaned, please contact Facilities Management at 916-278-6242.

Thank you all for your partnership; **together**, we are working to ensure the safety of all of our staff on campus.

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