

Badger Bounce Back Plan – State Government Edition - Employee Guidance

The Wisconsin State Government is beginning implementation of a plan which includes a three phased approach in alignment with the [Badger Bounce Back](#) plan. Phase I is the most stringent and provides the most limitation in terms of the number of employees at the work site, social distancing requirements, personal protective equipment, cleaning standards, travel restrictions, etc. Phase II involves a lessening of some measures and Phase III assumes a full return to work and a new normal for worksites. The chart below summarizes the evolution of how facility maintenance, operations, and sanitation will be managed in each phase

This document provides general awareness, guidance, and expectations related to facility sanitation and operations throughout the return to workplace process. The information is based on guidance from the Centers for Disease Control and Prevention (CDC), the Wisconsin Department of Health Services, and other sources as of the date published.

Action	Planning and Implementation for PHASE I	PHASE I	PHASE II	PHASE III
Enhanced Facility Cleaning and Building Modifications	<p>Deep cleaning all facilities prior to reopening. This enhanced cleaning includes hot water extracting high traffic carpeted areas, disinfecting and sanitizing surfaces following CDC guidelines, HEPA vacuuming, and disinfecting workstation open surfaces.</p> <p>Replacement of facility air filters in air handling units, conducting a building flush for 48hrs with 100% outdoor air, and flush/check all water treatment systems.</p> <p>Hand sanitizing stations to be installed in common areas.</p>	<p>Enhanced custodial focus to maintain disinfection of common area touch points will be done in areas in which on-site employees are working following CDC guidelines.</p> <p>If an individual working on-site tests positive for COVID-19, disinfecting and sanitizing of their workspace will be conducted following CDC guidelines.</p> <p>Cleaning stations for employee use will be available at facilities in a common area of each floor.</p> <p>When possible, facility air handling systems will be adjusted to increase outdoor air and exchange rates Monday-Friday.</p>	Same as PHASE I	Return to pre-COVID cleaning practices with enhancements based on CDC and DHS guidance.
Signage	Install appropriate directional and hygiene signage in high-traffic and reception areas.	Update as needed for increased on-site workforce	Same as PHASE I	Return to pre-COVID status
Space Management	Meet with agency leaders to determine the exact space management needs for floorplans, conference rooms and shared spaces.	<p>Discontinue use of open collaboration areas and shared workstations.</p> <p>Workspaces will reflect best practices for social distancing and physical barriers.</p> <p>Conference rooms laid out to ensure social distancing and hygiene standards.</p> <p>Wellness Rooms remain closed</p>	Same as PHASE I	Return to pre-COVID status with enhancements based on CDC and DHS guidance.