



Guidelines for infection prevention and control in laboratories and special rooms*

These guidelines apply to HVL employees, students and partners who engage in activities on campus. These guidelines may be updated according to government guidelines.

The employee responsible for academic activities is also responsible for ensuring that infection prevention and control measures are complied with. Naturally, this may be with the assistance of the students.

For reasons of infection prevention and control and cleaning, we ask that you respect closed areas. Thank you for your contribution!

1. General requirements

- The number of persons working in laboratories/workshops shall be limited, so that the applicable rules on maintaining a distance of one metre can be upheld.
- HVL's own guidelines for physical presence on campus and other relevant health, safety and environment guidelines shall be followed.
- Existing measures for laboratories/workshops, e.g. requirements for use of personal protective equipment and fume cupboards, shall be followed.
- Thorough hand washing (using soap and water), or if necessary hand sanitizing, shall be performed before and after waste bags/bins are handled. Instruments and equipment shall be cleaned before being transported out of the laboratory/workshop.

2. Use of protective equipment

- Personal protective equipment shall only be used by one person.
- Protective equipment that will be used multiple times must be cleaned/disinfected after use and stored in an airtight box/bag when not in use.





- If protective equipment must be used by multiple individuals, it must always be cleaned and disinfected thoroughly before and after use. This must be done by each individual user (see section on cleaning below)
- If there is no personal protective equipment available: A risk assessment must be performed in order to identify what tasks can still be performed

3. Cleaning

- Regular cleaning shall be performed. The unit shall assess the need for additional cleaning (type of cleaning and frequency).
- Users shall ensure that equipment is cleaned and if necessary disinfected, particularly equipment that is used by multiple individuals, surfaces and high-touch surfaces immediately after they have completed their work. As a general rule, cleaning agents (solvents) and water shall be applied with a cloth, preferably disposable cloths (microfibre). Disinfectants (e.g. alcohol-based agents containing 70% ethanol) can then be applied as needed. Examples of equipment and areas (this list is not exhaustive):
 - Instruments, machines, tools etc.
 - Flasks, bottles, pipettes etc.
 - Touch screens, keyboards, mouses, microphones, switches, handles and other high-touch points
 - Surfaces: workbenches, door handles, cupboard doors, fume hoods, fume cupboards, shelves etc.
 - Protective equipment that has to be used by multiple individuals
- Remove unnecessary paper, books and other items from benches and tables. Consider replacing equipment with alternatives that are easier to clean/disinfect. If necessary, plastic film can be used over items such as keyboards and mouses. This film must be replaced between each user.
- For more information, see the NIPH's advice on [Cleaning and disinfection for COVID-19 in sectors outside the healthcare service](#)

4. Handling waste

- Ordinary waste:
 - Tie waste bags. If necessary agree on collection with the Avdeling for arealforvaltning, drift og utvikling (Department of Land-Use Management, Operations and Development).
- The unit is responsible for ensuring that hazardous and infectious waste is transported to the relevant waste storage room. HVL's guidelines on hazardous, infectious and radioactive waste shall be followed, including procedures for declaring and booking collections. The unit must clarify the practicalities of collection with the Department of Land-Use Management, Operations and Development.





NB: If the general guidelines are not detailed enough, local guidelines/procedures must be drawn up to address the basic requirements regarding infection prevention.

Implemented on 27 April 2020 - Updated on 7 August 2020

* The Folk High School has separate guidelines for infection prevention and control in SimArena