

September 9, 2013

Dear Lab Community Colleagues,

Welcome back for the fall semester. As we have communicated since the spring through the deans' offices and their designated representatives, there have been some changes over the summer regarding the cleaning of research laboratories by UVM Custodial Services. Due to budgetary dictates beyond our control Custodial Services had to make changes to service levels in fiscal year 2014. These changes were implemented as of July 1, 2013. Classroom labs will continue to receive the same level of service they have had in the past.

In 2011 a working group was formed with members from the laboratory community, Risk Management Department, and Custodial Services Department. The goal was to understand what services were needed in the different lab groups and how we could improve upon safety in the labs for the custodians and for research. The Custodial Services Department also surveyed members of the UVM lab community to determine necessary customer service levels and any suggestions for improvements. We believe that the model we have chosen, based on those needs identified from the survey, will provide more secure protocols for research lab safety.

We want you to understand the changes and how to contact us if you have questions or concerns.

-We now have a team of 9 custodians and a supervisor dedicated to cleaning ALL research laboratories. The team works from 5:00am-1:30pm Monday-Friday. They are all able to communicate in English with lab staff and have received additional training in laboratory safety. They are mindful of protecting both personnel safety and the safety of your research materials and equipment from inadvertent contamination, movement or other disruption.

-Each research lab will receive routine cleaning once per week within a designated time frame. There are links to a list of services included and the time frames the teams are in each building on this page:

[http://www.uvm.edu/custodial/?Page=new\\_service\\_changes\\_research\\_labs.html](http://www.uvm.edu/custodial/?Page=new_service_changes_research_labs.html)

-Lab staff is responsible for removing trash and recycling from research labs and taking it to the nearby centralized hallway locations inside the building.

-Project work such as stripping and waxing of floors and overhead dusting will be scheduled with lab staff to allow for minimal interruption of your work and to avoid contamination of your research with foreign materials.

Please work with us to refine our protocols to provide safe and timely service to you. If you need to contact us for any reason please email us at

[Custodial.Services@uvm.edu](mailto:Custodial.Services@uvm.edu).

More information can be found on the Custodial website:

[http://www.uvm.edu/custodial/?Page=new\\_service\\_changes\\_research\\_labs.html](http://www.uvm.edu/custodial/?Page=new_service_changes_research_labs.html)

We appreciate your continued support,

The Custodial Services Leadership Team