

Postal Services has in place enhanced cleaning/ training/safety protocols for the upcoming Fall semester as well new services that will aid in physical distancing

Cleaning and Training protocols

Enhanced cleaning to include daily disinfecting of counters, doorknobs, breath shields, handrails and frequently touched surfaces

Electrostatic sprayer used to disinfect student mailboxes and incoming packages.

Sanitizer dispensers will be located in the lobby, package pickup window and at the exit door

All Postal Services employees will complete on-going training in cleaning and safety protocols

Safety

Postal Services will have two separate entrances to the facility.

The North entrance will service Package Pick-up, and access to student mailboxes

The West entrance will service the USPS sales ,Retail sales, private mailbox rentals and prepaid package drop offs

Installation of breath shields in the USPS/Retail Lobby and the new Package Pick-up window.

- Contactless scanning of student ID to pick up packages.

Physical distancing

- Directional signs for entering and exiting the building
- Physical distancing floor markers to ensure there is six feet of distance between customers when in line for services
- Informed delivery for student mailboxes –Student will receive an email when specialty mail, cards, checks etc. are delivered in their mailbox, and are ready for pick up.
- Face coverings will be required inside Postal Services

Additional information on services and safety protocols will be available July 25th at nau.edu/postal and NAU Postal Services Facebook page