

Reconfiguration Process of Exhibit Components

- Unload table & set-up
- Wipe table with sanitation wipes
- Place “Sanitation Bin” on table:
 - Contractor bags
 - Gloves
 - Hand Sanitizer
 - Masks
 - Tape Measure
 - Masking Tape or Duct Tape
 - Sanitation Wipes
 - Sanitation Spray
- Volunteers:
 - Masks on (follow all local and/or state mask guidelines)
 - Apply hand sanitizer
 - Put on gloves (optional)
- Unpack mats; lay out to clean (if using to spread out blocks and clean)
 - Wet Swiffer mats
 - Spray with self-drying disinfectant spray
- Configure mats into designated block cleaning area (5 stations, 20 mats each)
- Distribute block bags accordingly to designated mat areas to be cleaned
- Begin unpacking block bags; clean and group in bundles
 - Block Division (numbers based off 5 or 6 “Block Bundle Bags”
 - Unit Blocks (193)
 - 6 = 32
 - 5 = 38
 - Transparent Unit Blocks (21)
 - 6 = 3
 - 5 = 4
 - Brick Blocks (72)
 - 6 = 12
 - 5 = 14
 - Foam Blocks Large (128)
 - 6 = 21

- 5 = 25
 - Foam Blocks Small (136)
 - 6 = 22
 - 5 = 25
 - Unit Cubes (500)
 - 6 = 83
 - 5 = 100
 - Wooden Planks (800)
 - 6 = 133
 - 5 = 160
- Put one bundle of each block type in the “Block Station Bundle Bag”...aka, contractor bag ;)
- Reclean/spray mats, store mats in storage bags
- Place empty block bins and storage containers back in appropriate bag
- Begin unpacking Open Me First Bag; wipe items with sanitation wipes; replace in bag
- Begin unpacking Banner Bag; wipe items with sanitation wipes; replace in bag
- Begin unpacking A-Frame Bags; wipe items with sanitation wipes; replace in bag
- Ensure all components of the exhibit have been cleaned