

## Program Subject: Bats in Campus Buildings Policy

### 1. PURPOSE

- 1.1 To prevent bats from entering campus buildings.
- 1.2 To safely remove bats from building when found.
- 1.3 To safely remove bat droppings from buildings.

### 2. SCOPE

- 2.1 To maintain building envelope to minimize opportunity for bats to enter.
- 2.2 To learn and apply proper methods of handling and disposal of bats and removal of droppings.
- 2.3 To provide adequate protection for employees responsible for removal of bats and/or droppings.

### 3. RESPONSIBILITIES

#### 3.1 Department of “**Risk Management and Safety**” (**RM&S**)

- 3.1.1 Be responsible for ensuring the development and implementation of this policy.
- 3.1.2 Provide necessary resources to carry out the program.
- 3.1.3 Develop training program for safe removal of bats and cleaning of contaminated surfaces.
- 3.1.4 Provide training to all designated department employees.
- 3.1.5 Inspect contaminated areas when warranted.

#### 3.2 Supervisors

- 3.2.1 Ensure designated personnel receive training and utilize specific procedures to perform work safely including the use of appropriate “**Personal Protective Equipment**” (**PPE**).
- 3.2.2 Ensure employees and visitors (i.e. contractors) are provided with relevant health and safety information on potential exposures.
- 3.2.3 Supervisors will provide necessary equipment.
- 3.2.4 Supervisors will determine large quantity/small quantity of bat droppings and/or when to contract it out.

#### 3.3 Employees/Custodians

- 3.3.1 Inform supervisor of the presence of bats, bat droppings and other bat contamination.
- 3.3.2 Report bat bites, scratches or physical contact on the University’s Incident/Accident Report Form as it is considered a “dangerous occurrence”.
- 3.3.3 Remove bat(s) from building using proper procedures which includes wearing the proper PPE.
- 3.3.4 Remove bat droppings and clean surfaces where there are contamination using proper procedures.
- 3.3.5 Custodian should disinfect area.

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- 3.4 Faculty and Staff should understand the importance of:
  - 3.4.1 Avoiding direct contact with bats.
  - 3.4.2 Evacuating students and others from the classroom or building safely.
  - 3.4.3 Isolating the bat so that others do not come into contacts with it.
  - 3.4.4 Calling the designated person to take care of the problem.
- 3.5 Students should understand the importance of:
  - 3.5.1 Avoiding direct contact with bats.
  - 3.5.2 Calmly leaving the area where a bat was found or seen.
  - 3.5.3 Notifying a teacher or adult school employee where a bat was found or seen.

### 4. PROGRAM COMPONENTS

Only trained employees may remove a bat from campus buildings. Under no circumstances shall a student employee be involved in this process.

#### 4.1 General

- 4.1.1 If the bat appears sick or does not fly well in a facility, it may be killed or captured in an appropriate manner. See Section 4.5 Bat Capturing Procedures. In either case, you must file a sick/dead bat report with the Department of Natural Resources (DNR). The reporting website is: <http://wiatri.net/Inventory/Bats/Report/>
- 4.1.2 If a bat is found inside a building and/or classroom, consider removing all students and staff from the area. Contact the Custodial Services Department at 715-836-5246 to help capture the bat.
- 4.1.3 If a bat appears un-injured and is hanging on the exterior of a campus building, tree, or other vertical surface, consider contacting a local wildlife rehabilitation facility. See <http://wiatri.net> for a current listing.
  - 4.1.3.1 DO NOT TOUCH THE BAT.
  - 4.1.3.2 DO NOT CAPTURE THE BAT.
- 4.1.4 If an employee is bitten or scratched by a bat, the employee must immediately wash the wound with soap and water for five minutes and call his/her immediate supervisor to seek medical attention as soon as possible.
  - 4.1.4.1 Report the incident to animal control or the local health authority and request that the bat be tested for rabies.
  - 4.1.4.2 Capture the bat for testing, being careful not to damage the head and the bat will be sent to the Eau Claire Health Department.

#### 4.2 Personal Protective Equipment (PPE):

- 4.2.1 Leather gloves
- 4.2.2 Safety glasses, goggles or face shield
- 4.2.3 Dust mask
- 4.2.4 Vinyl or latex gloves for cleanup

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### 4.3 Tools and Equipment:

- 4.3.1 Glue board mouse trap taped to a long extension pole
- 4.3.2 Covered plastic container
- 4.3.3 Peel and stick labels
- 4.3.4 Duct tape
- 4.3.5 Tennis racket(s)
- 4.3.6 Tongs

### 4.4 Equipment for capturing bats is kept in the following locations:

- 4.4.1 Dorm Custodial Services Department and the contact is number: 715-836-5246
- 4.4.2 Custodial Closets

### 4.5 Bat Capturing Procedures

Employees/Custodians who are qualified to handle bats, dead or alive, should take great care to avoid any physical contact and avoid being bitten or scratched.

4.5.1 If a bat appears sick or does not fly well into a classroom, the whole way, and/or into mechanical rooms, it is considered a potential exposure and immediately catch it with a net, can, or container.

4.5.1.1 If a Dead Bat is found,

- a. DO NOT TOUCH it without wearing an appropriate PPE.

4.5.2 Turn on the lights to encourage the bat to land and secure the room by closing all windows and doors to prevent the bat from escaping, then leave the room.

4.5.2.1 Keep everyone, including students and employees out of the room until the bat has been removed.

4.5.3 **ALWAYS wear PPE to protect from bites, scratches or physical contact when capturing bats whether it is a sick bat or not.** Wait until the bat lands then follow one of these procedures:

4.5.3.1 Bat has landed within reach

- a. Place the plastic container over the bat.
- b. Slide the container lid under the container to close the top of the container.
- c. If a healthy Alive Bat or Sick Bat is captured, follow the recommendations in Section 4.7(4.7.2) (4.7.3) for disposing.

4.5.3.2 Bat will not land

- a. Use the tennis racket approaching the bat from behind if possible.
- b. Once the bat is knocked down place the container over the bat.
- c. Slide the container lid or a piece of stiff cardboard over the opening.
- d. If a healthy Alive Bat or Sick Bat is captured, follow the recommendations in Section 4.7(4.7.2) (4.7.3) for disposing.

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### 4.5.3.3 Bat is out of reach

- a. Use the glue board mouse trap taped to a long pole
- b. Extend the pole so that it is long enough to reach the bat
- c. Touch the bat to the glue board to capture the bat
- d. Lay the glue board over the large plastic container
- e. Cut the tape to remove the board from the pole
- f. Do not attempt to remove the bat from the glue board and place the cover the container.
- g. If a healthy Alive Bat or Sick Bat is captured, follow the recommendations in Section 4.7(4.7.2) (4.7.3) for disposing.

**Note:** A video on how to capture a bat is available online at [https://www.youtube.com/watch?v=mzax0V0DG\\_M](https://www.youtube.com/watch?v=mzax0V0DG_M)

## 4.5 Cleaning Bat Droppings

### 4.6.1 Small Quantity of Droppings

- 4.6.1.1 Use the wet cleaning method only
- 4.6.1.2 Wear dust mask N-100 and latex gloves
- 4.6.1.3 Wear Safety Glasses and/or Goggles

### 4.6.2 Large Quantity of Droppings

- 4.6.2.1 Use the wet cleaning method only
- 4.6.2.2 Use respirator and protective clothing
- 4.6.2.3 Wear a NIOSH-approved respirator with HEPA filter cartridges
- 4.6.2.4 Wear rubber gloves
- 4.6.2.5 Eye protection, goggles required
- 4.6.2.6 Rubber boots

**Notes:** If Facilities Management does not provide the above PPE, they should hire an off-site contractor to perform the job.

### 4.6.3 Before Cleaning

- 4.6.3.1 Spray the contaminated area with a weak mist of water to reduce dust.
- 4.6.3.2 Do not use high pressure or concentrated steam since it may scatter the waste.

### 4.6.4 Cleaning

- 4.6.4.1 Scrape contaminated waste material into a plastic bag.
- 4.6.4.2 Scrub area with a 10% bleach solution and rinse thoroughly.
- 4.6.4.3 Place contaminated gloves in the plastic bag, seal and dispose of bag in regular trash.

### 4.6.5 After Cleaning

- 4.6.5.1 Wash mop, sponge, rag and other tools in a 10% bleach solution and rinse. Tools like the tennis rackets and leather gloves can be put in the sun for 4 hours to kill any potentially harmful germs.
- 4.6.5.2 Wash hands with soap and warm water, even after wearing gloves.

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### 4.7 Disposal of Bats

- 4.7.1 Any dead bat and unwanted carcasses can be double bagged and discarded in the regular trashcan.
  - 4.7.2 If a healthy bat is captured alive and there is no chance that the bat has bitten or scratched anyone, take the container with the bat to an appropriate outdoor location and carefully remove all tape to release it.
  - 4.7.3 If a sick bat is captured and there is no chance that the bat has bitten or scratched anyone, consider it to be killed before double bagging and disposing in the regular trashcan.
  - 4.7.4 All bats collected for testing will be sent to the Eau Claire Health Department.
    - 4.7.4.1 Label container with employee's name who captured it, date and location.
- 4.8 Cleaning surfaces that have had direct bat contact or possible body fluid contamination
- 4.8.1 Wash surface with 10% bleach solution
  - 4.8.2 Let solution stand approximately 30 minutes
  - 4.8.3 Dispose of solution down floor drain
  - 4.8.4 Clean tools using procedure in 4.6.5

### 5. TRAINING

- 5.1 Custodial and maintenance employees are the designated personnel for bat removal and cleanup.
  - 5.1.1 They shall receive the proper training.
  - 5.1.2 They shall utilize specific procedures to perform work safely including the use of appropriate and necessary PPE.