

Process for ordering Personal Protective Equipment

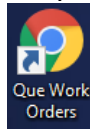
Current PPE supply:

- KN95 Masks
- Full face shields
- Adult disposable face masks
- Child disposable face masks
- Disposable gowns
- Alcohol wipes (Computer cleaning)
- Oxivir wipes (Disinfecting surfaces)
- Goggles
- Latex free gloves (medium, large, X-large)



Please submit a work order utilizing our Districtwide Q-Ware program

(Using Q-Ware will allow us to effectively monitor your request and monitor inventory)



Double click the Q-Ware icon on your Desktop or visit <https://www.ktufsd.org/wo>

[Click here for instructions on how to create a new work order](#)

You will receive your supplies within 24 hours of your request

Process:

- 1) Submit your request
- 2) Custodial Staff will deliver your items

Please contact Buildings and Grounds @ ext. 20341 with any questions or concerns or if you need assistance