

Presents

PANDEMIC CLEANING

WORKPLACE GUIDE



Clean

- Wear disposable gloves to clean & disinfect
- Clean surfaces and disinfect with chemicals
- Practice routine cleaning of frequently touched surfaces



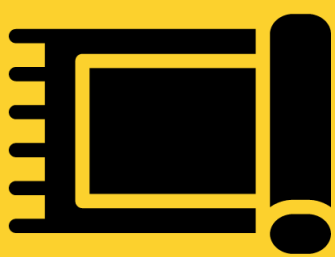
High-Touch Areas

Includes, but not limited to, doorknobs, arms of reception area chairs, elevator buttons, stair railings and common area telephones, toilets, faucets, sinks, just to name a few



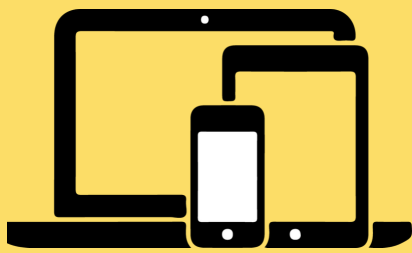
Disinfect

- Use of EPA-registered disinfectant
- Bleach solutions will be effective for disinfection up to 24 hours
- Alcohol solutions with at least **70% alcohol** may also be used



Soft Surfaces

- Such as carpeted floors, rugs and drapes with appropriate cleaners for this surfaces
- Disinfect with a EPA-registered product
- Vacuum as usual



Electronics

For electronics, such as tablets, touch screens, keyboards, remote controls.

- Consider putting a wipe-able cover
- Follow manufacturer's instruction:
 - If no guidance, use alcohol-based wipes at at least 70% alcohol



Additional considerations:

- Regular cleaning staff can clean and disinfect, they are trained on appropriate use of cleaning and disinfection chemicals
- Personal Protective Equipment (PPE) such as gloves and mask are provided to them regularly and should be used while cleaning/disinfecting
- Wash hands often with soap and water for 20 seconds
 - Use hand sanitizer if soap and water are not available and hands are not visibly dirty