

Operations Cleaning and Sanitizing Guidance Document

Cleaning PPE and Safety- It is recommended that personnel engaging in cleaning should utilize appropriate PPE to protect themselves from COVID-19 as well as from the chemicals in use. PPE should include eye protection, mask or respiratory protection, and disposable gloves.

Recommended Cleaning Process- Cleaning process should follow the process of Clean, Sanitize, Wait. Soiled surfaces should first be cleaned with soap and water. Once clean, the surface can be sanitized with a bleach solution (1/3 cup bleach to 1 gallon of water). Bleach, once mixed in a 10% solution, has a shelf life of approximately 24 hours, so it should be mixed fresh on the day it is to be used. The bleach solution should be permitted a contact time of at least one minute before being wiped down with clean water or a 70% ethanol solution.

During cleaning, be sure to clean/disinfect high touch areas. Examples for workspaces include door handles, phones, keyboards, light switches, monitors/touchpads, faucets/sinks, restroom areas, shared workspaces/breakrooms.

Examples of high touch areas for vehicles/equipment include door handles, steering wheels, transmission controls, window/lock controls, hydraulic/implement controls, grab handles.

Laundering of Items- Avoid shaking soiled clothing/linen items to reduce aerosolization of virus. Launder items on the warmest setting per manufacturers guidelines with normal laundry detergent.

Handwashing- Wash hands frequently during day, for 20 seconds, and after cleaning with soap and water. In addition, be sure to wash hands thoroughly after nose blowing, coughing, using the restroom, handling food or interacting with a person or item that may have virus present. Hand sanitizer is beneficial but should not be used to replace routine hand washing.

Location:

Date Plan Created:

Supervisor Approval Signature:

Personnel Conducting Cleaning/Sanitization:

Donning Doffing Training Completed for All Personnel Cleaning and Sanitizing (training located in shared Box Folder):

PPE Utilized/ Required:

Site Specific Cleaning Plan:

Ongoing Critical Cleaning or Sanitization of ALL High Touch Areas. *List dates & initials of personnel performing task.* *Mix 10% Bleach solution DAILY