

GUIDANCE FOR CLEANING AND DISINFECTING PUBLIC SPACES AND WORKPLACES

As shelter in place restrictions are lifted and we collectively become more mobile in our day to day functions and more active in public spaces, it remains important to take proper precautions to ensure your safety and the safety of those around you. For those who work in an office or on a job site you will want to clean and disinfect your personal work surfaces, and for our staff who are working to maintain the cleanliness of work areas we have a protocol in place for appropriate PPE and procedures for cleaning and disinfection.



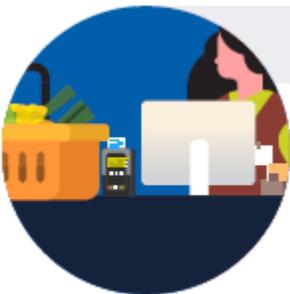
Safety is our #1 Value – being 100% Accountable for our own safety and 100% Accountable for each other’s safety = 200% Accountability.

I wanted to share a general framework for cleaning and disinfection practices that you can implement at work and at home, as outlined by the CDC.

1. Everyone can help to slow the spread of the virus through social distancing and prevention hygiene, such as frequently washing your hands and wearing face coverings when social distancing is not possible.
2. Normal routine cleaning with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure.
3. Consider wiping public surfaces before and after you touch them.
4. Disinfection using EPA-approved disinfectants against COVID-19 can also help reduce the risk. Frequent disinfection of surfaces and objects touched by multiple people is important.

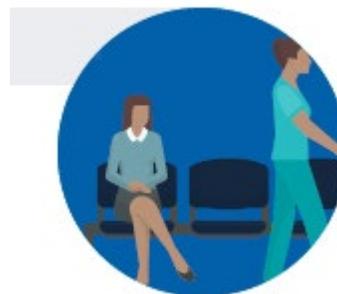
A few reminders from the CDC:

1. Coronaviruses on surfaces and objects naturally die within hours to days. Warmer temperatures and exposure to sunlight will reduce the time the virus survives on surfaces and objects. If your workplace has been unoccupied for 7 days or more, it will only need your normal routine cleaning to reopen the area.
2. When soap and water are not available use alcohol-based (at least 60% alcohol) hand sanitizer.



In our workspaces, most surfaces and objects will just need normal routine cleaning. Frequently touched surfaces and objects like light switches and doorknobs will need to be cleaned and then disinfected to further reduce the risk of germs on surfaces and objects.

Another way to reduce the risk of exposure is to make long-term changes to practices and procedures. These could include reducing the use of porous materials used for seating which present a challenge to clean, removing unneeded items from work spaces, leaving some doors open to reduce touching by multiple people, opening windows to improve ventilation, or removing objects in your common areas, like coffee creamer containers.



Outdoor areas generally require normal routine cleaning and do not require disinfection. Spraying disinfectant on sidewalks is not an efficient use of disinfectant supplies and has not been proven to reduce the risk of COVID-19 to the public. You should maintain existing cleaning and hygiene practices for outdoor areas. The targeted use of disinfectants can be done effectively, efficiently and safely on outdoor hard surfaces and objects frequently touched by multiple people, for example, plastic picnic tables or chairs, doorbells and exterior doors.

Follow the instructions on the disinfectant label to ensure safe and effective use of the product. Many product labels recommend keeping the surface wet for a specific amount of time. The label will also list precautions such as wearing gloves and making sure you have good ventilation during use of the product.

As you go about your day, look around and take proactive action to minimize handled objects, and clean after yourself as appropriate to help keep areas clean for others. Safety for me = Safety for you!

Stay Safe,

Zach Taylor
Vice President, Center of Excellence

MAKING YOUR PLAN TO CLEAN AND DISINFECT

Cleaning with soap and water removes germs, dirt, and impurities from surfaces. It lowers the risk of spreading infection.

Disinfecting kills germs on surfaces. By killing germs on a surface after cleaning, it can further lower the risk of spreading infection.



Is the area indoors?

YES

It is an indoor area.

NO

Maintain existing cleaning practices.

Coronaviruses naturally die in hours to days in typical indoor and outdoor environments. Viruses are killed more quickly by warmer temperatures and sunlight.

Has the area been occupied within the last 7 days?

YES

Yes, the area has been occupied within the last 7 days.

NO

The area has been unoccupied within the last 7 days.
The area will need only routine cleaning.



Is it a frequently touched surface or object?

YES

Yes, it is a frequently touched surface or object.

NO

Thoroughly clean these materials.
Consider setting a schedule for routine cleaning and disinfection, as appropriate.



What type of material is the surface or object?

Hard and non-porous materials
like glass, metal, or plastic.

Visibly dirty surfaces should be cleaned prior to disinfection.

Consult EPA's list of disinfectants for use against COVID-19, specifically for use on hard, non-porous surfaces and for your specific application need. More frequent cleaning and disinfection is necessary to reduce exposure.

Soft and porous materials like carpet, rugs, or material in seating areas.

Thoroughly clean or launder materials.

Consider removing soft and porous materials in high traffic areas. Disinfect materials if appropriate products are available.

