

## Back To Business – COVID-19 Cleaning and Disinfecting

A responsible level of cleaning – not panic disinfecting

Level 1. Normal situation: Routine Cleaning

Level 2. Heightened prevention: Routine + limited disinfection

Level 3. COVID-19 is in the area or suspected in building: Enhanced cleaning + professional disinfection.

Level 4. Confirmed infected person in building: Professional disinfection of infected areas and traffic path.

Level 5. Outbreak in the building: High-risk decontamination response

Before your site re-opens fully, your Contract Manager will carry out a new cleaning risk assessment. We need to understand who, when, where and how the site will be used so we can implement a safe and appropriate cleaning program.

In almost all cases cleaning will recommence at Level 2 – Heightened prevention: Routine + Limited disinfection. This means:

- Increased day time cleaning of high traffic / high risk areas – Areas of human congregation (including, but not limited to, offices, conference rooms, canteens/cafeterias, locker rooms and reception areas) and Hygiene facilities (including, but not limited to, lavatories/toilets, shower rooms, hand- washing stations)
- Increased day time cleaning of touch points – door handles, push plates, handrails, dispensers, taps, flush handles etc.
- Routine core cleaning of the whole site with additional disinfection of high traffic / high risk areas and disinfection of desk touch points

**Cleaning** will take place using **Diversey Cleaner Disinfectant** (EN1276), a multi-purpose hard surface cleaner and disinfectant which can be used in spray and wipe or bucket application, to clean all washable surfaces including un-protected floors.

**Disinfection** will take place using **Selgiene Ultra** (EN14476). Selgiene Ultra is a blend of advanced quaternary ammonium biocides and surfactants to produce a broad spectrum of killing power on a wide range of microorganisms including bacteria and viruses. Selgiene Ultra is bleach free and safe to use on all common water washable surfaces.

### What Else Are We Doing?

- Practicing gold standard cross contamination techniques - colour coding equipment so it's only used in one area, using disposable cleaning products (cloths and mops), using linear overlapping wiping techniques to clean touch points and hard surfaces, providing additional PPE and promoting regular handwashing (even whilst wearing gloves), fixing cleaning areas and stopping team working.

- Provide staff with sanitising equipment and appropriate additional PPE where necessary
- Provide regular Toolbox Training for all staff (as guidance and cleaning techniques change)
- Providing regular employee updates and newsletters detailing the latest government guidance and any changes to best cleaning practices.
- Providing additional equipment so cleaners do not need to share.
- Encouraging good hand hygiene practices before, during and after work.
- Keeping ourselves up to date with the latest guidance from Public Health England, The British Institute of Cleaning Sciences and the Cleaning and Support Services Association.

#### Key Definitions

- **Cleaning** – Cleaning removes dirt/pathogens/impurities from a surface.
- **Disinfection** – Disinfecting works by using a chemical to ‘kill’ pathogens on a surface.
- **Contact Time** – this is the time stated by the manufacturer on how long the chemical is required to be left on the surface to kill the required pathogen. This varies between 30 seconds and 15 minutes depending on the chemical.
- **EN14476** – Is the European viricidal standard. To be able to claim effectiveness against COVID-19 the product needs to pass EN14476. No disinfectant efficacy test is currently available for COVID-19, therefore no products have been tested against this strain of coronavirus (but that doesn’t mean they don’t work). Whilst EN14476 certified products have not been tested against the COVID-19 strain of coronavirus they are shown to be effective against enveloped viruses (like COVID-19).
- **EN1276** – Is the European bactericidal standard

#### How Can You Help

1. **Practicing Good hand sanitation** is the number one precaution we can all take to reduce the spread of this infection (and many others). Hand washing involves five simple and effective steps.
  - Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
  - Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
  - Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
  - Rinse your hands well under clean, running water.
  - Dry your hands using a clean towel or air dry them (thorough drying is vital).

NB: Whilst hand sanitising gels containing at least 70% alcohol have been shown to be effective against COVID-19 for them to work effectively your hands must be ‘clean’ (free from dirt dust and grit), they therefore should never replace regular handwashing when the facility is available.

#### **2. Keep things tidy and clutter free**

- Remove unnecessary items from your desks and all work areas to allow regular cleaning and disinfecting to take place with as little contact or obstruction as possible.