

COVID-19 INTERIM GUIDANCE FOR CLEANING AND DISINFECTION

To help prevent spread of COVID-19, all factory managers should follow this interim guidance until further notice.

Routine Cleaning:

As part of standard infection control practices, routine cleaning should be rigorous and ongoing, and time should be allocated for individuals to routinely clean. Surfaces touched most frequently must be prioritised for routine cleaning because these surfaces can be reservoirs for germs and an exposure pathway for transmission to people through contact with these surfaces.

Examples of priority areas for routine cleaning include:

1. High contact surfaces that are touched by many different people, such as light switches, handrails, crates, utensils, equipment buttons, shared equipment and doorknobs/handles.
2. Floors and walls.
3. Trash containers.
4. Restrooms.
5. Horizontal surfaces and light fixtures.
6. Frequently used equipment.
7. Uniform, protective equipment and/or linens.

Identify and routinely clean and disinfect high- risk locations even before a confirmed case of COVID-19 occurs.

Examples of high-risk locations include:

1. Restrooms: Clean and disinfect all restroom surfaces, fixtures, door knobs, push plates, and switches (at least once daily).
2. Dining Areas/Break-rooms: Clean and disinfect counters, tables, and chairs regularly (at least once daily).
3. Locker rooms: Clean and disinfect surfaces, tables, chairs and lockers regularly (at least once daily).
4. Other Frequently Touched Surfaces or Equipment or Areas: Clean and disinfect frequently touched surfaces on a periodic schedule as operational considerations allow, at least daily.

Cleaning and Disinfection:

Cleaning removes germs, dirt and impurities from surfaces or objects. Disinfecting kills germs on surfaces or objects.

Step 1 Cleaning

Always clean surfaces prior to use of disinfectants in order to reduce soil and remove germs. Dirt and other materials on surfaces can reduce the effectiveness of disinfectants. Clean surfaces using water and soap or detergent to reduce soil and remove germs. For combination products that can both clean and disinfect, always follow the instructions on the specific product label to ensure effective use.

Step 2 Disinfection

Cleaning of soiled areas must be completed prior to disinfection to ensure the effectiveness of the disinfectant product. If commercial disinfectant products are unavailable, it is also acceptable to use a fresh 2% chlorine bleach solution (approximately 1 tablespoon of bleach in 1 quart of water). Prepare the bleach solution daily or as needed.

Label directions must be followed when using disinfectants to ensure the target viruses are effectively killed. This includes adequate contact times (i.e., the amount of time a disinfectant should remain on surfaces to be effective), which may vary between five and ten minutes after application. Disinfectants that come in a wipe form will also list effective contact times on their label.

For disinfectants that come in concentrated forms, it is important to carefully follow instructions for making the diluted concentration needed to effectively kill the target virus. This information can be found on the product label.

Step 3 Disposal

Place all used gloves and other disposable items in a bag that can be tied closed before disposing of them with other waste. Wash hands with soap and water for at least 20 seconds immediately after removing gloves or use an alcohol-based hand sanitiser containing at least 60% alcohol if soap and water are not available. Soap and water should be used if hands are visibly soiled.

Note:

Cleaning and disinfection should be conducted by individuals who have been trained to use products in a safe and effective manner. Training should be ongoing to ensure procedures for safe and effective use of all products are followed. Training assures that individuals are reminded to read and follow use and safety instructions on product labels.