

Cleaning Protocols to Help Prevent the Spread of Illness-Causing Germs

The power of prevention is yours.

Disinfect hard surfaces:

Step 1: For heavily soiled surfaces, clean off excess dirt.

Step 2: Thoroughly wet surface by using a disinfecting wipe or disinfecting solution in spray bottle.

Step 3: Allow disinfecting solution to contact surface for minimum contact time (according to the product label) and rinse if necessary.

Step 4: If there's excess disinfectant or water, wipe off and air dry.

A checklist of surfaces to disinfect:



Common Areas

- light switches
- door handles
- water fountains
- railings
- chairs and benches
- tables
- trash cans
- floors



Offices

- desks
- chairs
- keyboard
- computer mice
- telephones
- light switches
- trash cans
- floors



Conference Rooms and Classrooms

- desks
- chairs
- counters
- keyboards
- computer mice
- telephones
- light switches
- trash cans
- floors



Kitchens and Cafeterias

- tables
- chairs
- vending machines
- cash registers
- water coolers
- sinks
- refrigerator exteriors
- microwave exteriors
- trash cans
- floors



Bathrooms

- sinks
- faucets
- counters
- toilets and urinals
- door handles
- dispenser pulls
- light switches
- trash cans
- floors