

SURFACE CLEANING & DISINFECTING PROCEDURES



1.
Put on closed shoes, face mask, eye protection and gloves.

2.
Collect waste for safe disposal.

3.
Prepare cleaning solution and disinfecting solution, buckets, mop, broomstick, cloth/sponge.

4.
Use cleaning solution. Dip the sponge/cloth in the cleaning solution. Clean high-touch surfaces if visibly dirty. Wipe from the cleanest to the dirtiest areas and from higher to lower surfaces.

HIGH TOUCH SURFACES:
CHAIRS, TABLES, SWITCHES, HANDRAILS, DOORKNOBS, ETC.

5.
Use a broomstick. Sweep the floor to remove dirt.

6.
Use cleaning solution.

a) Immerse the mop in the cleaning solution and wring out.

b) Mop the floor in a figure-eight pattern with overlapping strokes, turning the mop head regularly.

c) After cleaning a small area, immerse the mop in the bucket with rinse water and wring out.

REPEAT a), b) AND c) UNTIL ALL AREAS HAVE BEEN COVERED.

7.
Use disinfecting solution. Soak a fresh cloth with it and apply to high touch surfaces. Wait five minutes before wiping off.

8.
Return the emptied trash bin.

9.
Wash and clean the used materials and store them in a safe place. Discard any leftover solution.

10.
Remove PPE and disinfect if it is for reusable purpose.



DISINFECTING SOLUTION

5 ml household bleach ≈ 1 teaspoon

250 ml Water

Detergent/soap

CLEANING SOLUTION

Water

