

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.

5 min.

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

CLEANING SOLUTION

Detergent/soap

+

Water

