

GUIDANCE FOR RE-OPENING

CLEANING INSTRUCTIONS

- Place work area warning sign.
- Pick up debris from floor.
- Empty trash cans and replace trash can liners, if needed. Wipe the outside.
- Clean high-touch point surfaces and other hard surfaces and disinfect as needed (staff should clean tables after use).
- Wipe and clean glass surfaces and windows, if needed.
- Clean counters, chairs/benches and tables.
- Clean shared telephones, computers and screens. Disinfect as needed.
- Check and refill hand soap and disinfectant dispensers, if needed.
- Sweep carpets and hard floors, if needed.

HIGH TOUCH AREAS

PAY SPECIAL ATTENTION TO:

- Door/cabinet handles
- Tables, chairs/armrests & stools
- Food preparation surfaces
- Eating & cooking utensils
- Refrigerator & cabinet handles
- Coffee & beverage machines
- Microwave
- Switches & remote controls
- Lockers
- Sink & Washbasin faucets
- Dispenser handles
- Equipment handles

Note: Always ensure you wear correct Personal Protective Equipment

