

WORKING TOGETHER

RE-OPENING AFTER THE COVID-19 PANDEMIC



ECOLAB[®]
Everywhere It Matters.™

YOUR GUIDE TO RE-OPENING YOUR
BUSINESS SAFELY AND EFFICIENTLY
EVERYWHERE IT MATTERS



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WORKING TOGETHER

TO FIGHT THE COVID-19 PANDEMIC

Since the beginning of 2020, the outbreak of COVID-19 pandemic has brought a huge impact to the entire world and more specifically to the way people live and think. In response to COVID-19 pandemic, Ecolab's global team of experts have looked to identify solutions to help our customers and the wider industry combat coronavirus. Our field sales and service teams are dedicated to delivering regulatory-approved solutions effective against the virus, as well as support training to help business execute rigorous sanitation and hygiene programs.

The purpose of this re-opening guide is to provide you with essential information and to highlight any necessary precautions to help ensure the safe, efficient and successful re-opening of your operation. Please contact your local Ecolab associate to support you during the re-opening phase and for further guidance.



WHAT IS THE CORONA VIRUS



What is Coronavirus (COVID-19)?

Coronaviruses are a large family of viruses that are common in humans and many animals, including camels, cattle, cats, and bats. Rarely, animal coronaviruses can infect people and then spread between them, such as with MERS and SARS and now with this new virus SARS-Cov2 that leads to COVID-19.



What are the Symptoms?

Symptoms of COVID-19 are like other upper-respiratory infections, including fever, cough and difficulty breathing. They range from mild to severe and appear 2-14 days after exposure.



How is it transmitted?

Since coronaviruses can be extremely contagious and spread easily from person to person, medical diagnosis is required.

Transmission routes for COVID-19, include:

- The air by coughing, sneezing or even talking if in close contact
- Close, personal contact, such as touching or shaking hands
- Touching surfaces or objects contaminated with virus particles, then touching your mouth, nose or eyes before washing your hands





HOW CORONA VIRUS ENTERS



Employees



Customers

HOW CORONA VIRUS SPREADS



By droplets when infected people cough, sneeze or talk



Touching contaminated objects

Infection risk can be reduced by doing the following:



Wash your hands often and correctly.



Avoid touching your eyes, nose or mouth with unwashed hands.



Avoid close contact with people.



Clean and disinfect hard surfaces and high touch areas with products that are effective against coronaviruses.

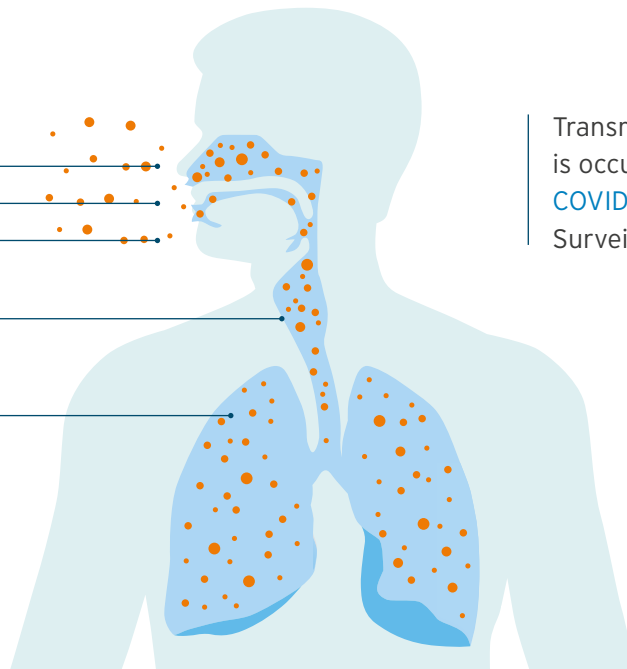


As with any communicable disease, it is recommended to focus on proper hand hygiene and disinfection of high-touch point areas including railings, doorknobs and handles and restroom surfaces.

Coronavirus enters through the eyes, nose or mouth

Nasal Passage

Lungs



Transmission from person to person is occurring to some extent with COVID-19 acute respiratory disease. Surveillance continues.



References and Further Information



[Click to find out more...](#)



ECOLAB SUPPORT

Ecolab's team of experts work with our customers to ensure they always:

- ✓ Safely follow the right procedures
- ✓ Use the right products
- ✓ Achieve the right results
- ✓ Provide checks, observations recommendations and actions to be made at critical points
- ✓ Provide training to solve problems

..and although the world since the start of the COVID-19 pandemic may have changed, Ecolab's dedication to servicing our customers has not and has never been more crucial.



We also have a suite of additional content to help our industry through this challenging time such as webinars, tips and procedural information to help a smooth re-opening of your operations.

[Click here to find out more](#)



EMPLOYEE SAFETY

There are currently no vaccines available to protect you against human coronavirus infection.

Ensure your staff have the right information before coming back to work:

 [Please click here to find more details on employee safety](#)

You may be able to **reduce your risk of infection** by doing the following:



- ✓ **Wash your hands** often and correctly. The World Health Organization recommends performing hand hygiene with soap and water or alcohol-based hand rub if soap and water are not available.
- ✓ **Avoid touching** your eyes, nose or mouth with unwashed hands.
- ✓ **Avoid close contact** with people who are sick.
- ✓ **Avoid areas where live animals are being sold or raised** in regions where excessive cases are being reported.
- ✓ **Wear a mask** if directed by health care or local requirements.
- ✓ **Seek medical advice** immediately if you have a fever or other symptoms after traveling. Tell the doctor where you have travelled.

DID YOU KNOW:

The average person touches **300 surfaces** in 30 minutes?

Source: KRC research

KNOW YOUR NOVEL CORONAVIRUS FACTS:

Get access to educational & procedural information. Refer to your local health authorities and the WHO.



People with COVID-19 should not prepare food or serve beverages for others until their symptoms have resolved.

Encourage employees to:

- Stay at home or visit the doctor if they are sick
- Clean and disinfect impacted areas



SICK ?

VISIT DOCTOR

FACT: Patients are most infectious during the first three days of illness.*

HAND HYGIENE

When should I wash my hands?

- After coughing or sneezing
- When caring for patients**
- Before, during and after preparing food**
- Before eating
- After going to the toilet
- When hands are dirty
- After handling animals
- Before and after cleaning and disinfection
- After contact with public surfaces
- After removing the mask (if using)

Hand wash technique:

- Apply a sufficient amount of product to the palm of one hand
- Rub hands palm to palm to build lather
- Spread lather over the back of each hand with fingers interlaced
- Rub palm to palm with fingers interlaced
- Grip the fingers on each hand and rub in a sideways back and forth movement
- Clasp each thumb in the opposite hand and rotate
- Press fingers into palm of each hand and rotate
- Rinse hands with water
- Dry hands thoroughly with a disposable towel
- Use towel to turn off tap
- Your hands are now safe

CLEANING AND DISINFECTION OF STAFF AREAS

- Suggested frequency - at least 3 times a day
- High-frequency cleaning and disinfection recommended for high-touch surfaces
- Mop the floor with a wet mop and ensure the correct procedures are followed to prevent cross contamination
- Avoid excessive mops to prevent mist and splashing



PREPARATION FOR RE-OPENING

Before returning to work, we recommend setting up a

CLEANING AND DISINFECTION DAY

to perform a secure return to your daily operations.

In advance of your cleaning and disinfection day, you will also need to check your inventory to ensure you have everything you need to undertake the tasks.

The Importance of Disinfection

Coronavirus is a small-enveloped virus. Enveloped viruses are the least resistant to disinfection, contact an Ecolab representative who can advise you about which disinfectants are effective against enveloped viruses, like Coronavirus.

In order to effectively combat coronavirus, make sure you only use registered disinfection products with proven efficacy against enveloped viruses.

During your cleaning and disinfection day you will need to pay special attention to 'high touch area and objects.'

GENERAL INVENTORY CHECKLIST:

OK

Needs Attn.

Personal protective equipment (PPE):

Medical masks or FFP2/3 masks

Disposable gloves

Goggles*

Shoe cover*

Protective clothing

Hand hygiene:

Hand soap

Hand disinfectant

(if no access to hand washing facilities or sector requires hand disinfection also)

Environmental safety:

Disinfection products for general surface

Food contact surface disinfection products

Cleaning and disinfection tools

Closable trash cans

Rope wearing garbage bag

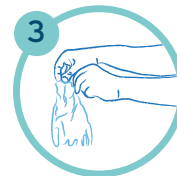
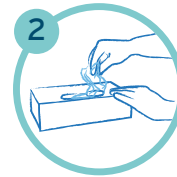
Hand disinfection stations

Others:

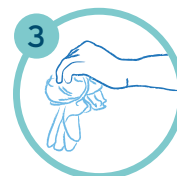
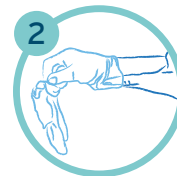
Body temperature detection equipment

PROPER GLOVING

How to **put on** non sterile gloves



How to **remove** non sterile gloves



* Depending on workplace





PREPARATION FOR RE-OPENING

Handling of tap water and water connected equipment to minimise water pathogens

Considerations whilst operation is closed

- Keep the heating, ventilation, and air conditioning systems live to maintain temperature and humidity control. If not required for these system operations, the cooling tower, chillers, heat exchangers, and related piping should be drained.
- Keep water heaters at their designated temperature.
- If possible, during the closure, flush all hot and cold water fixtures (e.g. showers & taps) at least weekly to minimise stagnant water.
- Disconnect the water supply to dishwashers, ice machines, coffee makers etc.

Reopening considerations

All water connected machines and equipment should be cleaned thoroughly.

Dishwasher:

Fill the machine with water to the regular level.

- Hood / Undercounter Machine: Run 3 racks cycles without dishes.
- Conveyor Machine: Run for 10 minutes without dishes.

Laundry machine:

Select a washing program with the highest temperature and, if necessary, add a detergent or choose a washing formula with a bleaching component.

Taps and showers:

Run for 5 minutes with cold and hot water.

Equipment:

- Ice Machine: Produce and discard a batch of ice.
- Coffee Maker: Disinfect inlet lines and install new filters prior to start up.



PREPARATION FOR RE-OPENING

BACK OF HOUSE / KITCHEN

STEP 1 PRIOR TO CLEANING AND DISINFECTION DAY

PRODUCT INVENTORY CHECKLIST:

OK	Needs Attn.	OK	Needs Attn.
Back of house/Kitchen products: Machine warewashing detergent Machine warewashing rinse aid Manual warewashing detergent Warewashing presoak Floor cleaner Degreaser		Non-food contact surface disinfectant Food contact surface disinfectant Perfume/dye-free hand soap and hand disinfectant	

STEP 2 PRIOR TO RE-OPENING - CLEANING AND DISINFECTION DAY

Ensure all areas are cleaned and disinfected and as of opening day increase cleaning/disinfecting frequency in common areas several times daily with the recommended disinfectant. We also recommend to rewash any cutlery, dishes etc that have been stored without dust protectors.

HIGH TOUCH AREAS:

- Door/cupboard handles, push plates & handrails
- Door knobs & operating pushers for all equipment
- Dispenser handles & push plates (i.e. beverage machine)
- Switches & controls (e. g. thermometer)
- Food preparation surfaces, counters & tables
- Cooking utensils such as knives, ice scoops etc.
- Food processing equipment (e. g. blenders, cutting boards)
- Sinks & washbasin faucets
- Hand soap dispenser buttons
- Hand towel dispenser handles
- Handles, drawers and cabinets of refrigerators & freezers
- Walk-in refrigerator and freezer plastic curtains
- Trash can flips
- Cleaning tools / buckets
- Transport carts



STEP 1 PRIOR TO CLEANING AND DISINFECTION DAY
PRODUCT INVENTORY CHECKLIST:

OK

Needs Attn.

Public dining area products :

Glass/surface cleaner

Surface disinfectant

Floor cleaner and/or maintainer

STEP 2 PRIOR TO RE-OPENING - CLEANING AND DISINFECTION DAY

Ensure all areas are cleaned and disinfected and as of opening day increase cleaning/disinfecting frequency in common areas several times daily with the recommended disinfectant.

HIGH TOUCH AREAS:

- Dining tables, chairs/armrests and booths
- Door/drawer handles, push plates & handrails
- Salad bar and utensils
- Buffet area
- Coffee & beverage stations
- Light switches
- Faucets
- Cupboards/storage Areas
- Counter/desks (bar, entrance, etc.)
- Thresholds and hand railings
- Menus and menu holders (with plastic covers)
- Payment/card reader
- Trash receptacle touch points
- Hand disinfectant dispensers
- Collaterals & pens
- Touch screens/POS screens



PREPARATION FOR RE-OPENING

FRONT OF HOUSE / PUBLIC AREA

STEP 1 PRIOR TO CLEANING AND DISINFECTION DAY PRODUCT INVENTORY CHECKLIST:

OK

Needs
Attn.

Front of house/public area products :

Glass/surface cleaner

Surface disinfectant

Floor cleaner and/or maintainer

STEP 2 PRIOR TO RE-OPENING - CLEANING AND DISINFECTION DAY

Ensure all areas are cleaned and disinfected and as of opening day increase cleaning/disinfecting frequency in common areas several times daily with the recommended disinfectant.

HIGH TOUCH AREAS:

- Door handles/knobs, push plates & handrails
- Public phones & dial pads
- Tables, chairs/armrests & stools
- Coffee & beverage stations
- Vending machines & ice makers
- Trash can flips
- Touch screens
- Elevator buttons (inside and out)
- Computer, POS screens & printers
- Staircase, escalator and stairwell railings
- Reception desk, bell/valet stand & concierge counter
- Luggage trolleys
- Light switches
- Payment/card reader
- Handle of shopping carts or other dollys
- Door cards or keys
- Pens & collaterals



PREPARATION FOR RE-OPENING

PUBLIC RESTROOMS

STEP 1

PRIOR TO CLEANING AND DISINFECTION DAY

PRODUCT INVENTORY CHECKLIST:

OK

Needs Attn.

Public restroom products :

- Sanitary cleaner
- Toilet bowl cleaner
- Glass/surface cleaner
- Surface disinfectant

STEP 2

PRIOR TO RE-OPENING - CLEANING AND DISINFECTION DAY

Ensure all areas are cleaned and disinfected and as of opening day increase cleaning/disinfecting frequency in common areas several times daily with the recommended disinfectant.

HIGH TOUCH AREAS:

- Door handles/knobs, push plates & handrails
- Sink faucets & toilet handles
- Soap & tissue dispenser handles & push plates
- Hand dryer
- Stall door locks
- Trash can flips
- Surfaces of toilets & urinals
- All feminine product depositories
- Baby changing station (handle, surface, etc.)
- Wall charts (with plastic covers)
- Emergency switch in accessible bathrooms
- Wall tiles



PREPARATION FOR RE-OPENING

LODGING - GUEST ROOM

STEP 1

PRIOR TO CLEANING AND DISINFECTION DAY

PRODUCT INVENTORY CHECKLIST:

	OK	Needs Attn.		OK	Needs Attn.
Laundry products :			Guest Room products :		
Laundry detergent			Multi purpose cleaner		
Laundry destainer			Surface disinfectant		
Neutraliser			Room deoderiser		
Softener			Floor cleaner		
			Glass cleaner		

STEP 2

PRIOR TO RE-OPENING - CLEANING AND DISINFECTION DAY

HIGH TOUCH AREAS:

- Door and window handles & locks
- Tables, chairs & lamps
- Dresser drawer and curtain handles
- Light switches, thermostat & AC control
- Telephones
- Minibar & tableware
- Pens & collaterals (menu, advertising, etc.)
- TV & remote control
- Trash can flips
- Iron & iron boards, cloth & luggage racks
- Hairdryer
- Safe deposit box
- Faucets, toilet & dispenser handles
- Residential amenity dispenser (coffee makers, microwave, refrigerator, etc.)
- Wand or pull chords for sheers & drapes



PREPARATION FOR RE-OPENING

LODGING - GUEST BATHROOM

STEP 1 PRIOR TO CLEANING AND DISINFECTION DAY PRODUCT INVENTORY CHECKLIST:

OK

Needs Attn.

Guest Bathroom products :

- Multi purpose cleaner
- Surface disinfectant
- Room deoderiser
- Floor cleaner
- Glass cleaner
- Toilet cleaner

STEP 2 PRIOR TO RE-OPENING - CLEANING AND DISINFECTION DAY

HIGH TOUCH AREAS:

- Sink & taps
- Shower doors including shower lever
- Bath area including taps
- Door handles
- Faucets & toilet handles
- Tissue dispenser handles
- Trash can flips
- Toileteries
- Wall tiles





For access to more materials and information to help you with your re-opening visit:
ecolab.com





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