



**COVID-19 CLEANING AND
DISINFECTING GUIDANCE FOR PUBLIC
SPACES, HOSPITALITY, FOODSERVICE,
AND LONG-TERM CARE FACILITIES**

As the situation with COVID-19 continues to evolve, we need to recognize that COVID-19 poses a public health risk. Key priorities include:

Protecting yourself:

- Practice good hand hygiene throughout the day; washing your hands frequently with soap and water for at least 20 seconds
- Hand Sanitizer can be used if soap and water are not available
- Wash your hands before eating and after blowing your nose, coughing or sneezing
- Avoid touching your eyes, nose and mouth
- Practice proper cough and sneeze etiquette
- Avoid close contact with people who are sick
- Practice social distancing such as avoiding shaking hands
- Contact your health care provider if you are feeling ill

Protecting Others:

- Do not allow employees showing symptoms such as a fever, cough and shortness of breath, similar to those caused by COVID-19, to remain at work
- Ensure you maintain a clean and sanitary production environment by following good sanitation practices every day from start to finish
- Ensure food contact and non-food contact surfaces are cleaned and sanitized
- Routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops, and doorknobs. Use the cleaning agents recommended by your Ecolab representative and follow the directions on the label.
- Stay home when you are sick.
- If you have been exposed to someone who is confirmed to have the virus, stay home, seek medical advice, and update your manager
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Talk to your family and coworkers about how to protect each other.
- Be aware of any state or local health department guidelines or policies for reporting, cleaning and disinfection when an employee is identified as a potential or confirmed case of COVID-19.

Reminders:

- Transmission of COVID-19 to persons from surfaces contaminated with the virus has not been documented.
- Transmission of COVID-19 in general occurs much more commonly through respiratory droplets than through fomites.
- Current evidence suggests that novel coronavirus may remain viable for hours to days on surfaces made from a variety of materials.



<p>GREEN: Standard prevention</p> <p>No known outbreak in your geographic area</p>	<p>ACTION: Follow current procedures</p> <ul style="list-style-type: none"> • Maintain standard hygiene and sanitizing/ disinfection practices. • Regularly revisit training to ensure compliance
<p>YELLOW: Risk reduction</p> <p>The potential exists for an outbreak in your geographic area.</p>	<p>ACTION: Increase your defensive measures and reinforce training to minimize risk</p> <ul style="list-style-type: none"> • Reinforce hand hygiene and cough etiquette. • Educate employees on infection control, PPE use, and communicate Infection Control Procedures. • Assess preparedness for move to RED and collaborate with vendor partners on response readiness. • Evaluate facility usage, lead times and stock shelf life and their impact on ordering supplies. • Consider ordering any supplies needed for possible pandemic, including additional cleaning, sanitation and PPE. • Identify essential employees and visiting vendors. • Consider an expanded take-out menu for foodservice
<p>RED: Proactive Remediation</p> <p>A publicly declared outbreak in your facility or region disrupting normal business.</p>	<p>ACTION: Enhance procedures to respond to an outbreak in your facility, designed to break the chain of infection or illness.</p> <ul style="list-style-type: none"> • Follow local public health recommendations related to local activity and need for isolation or closing. • Consider offering masks for symptomatic guests. • Limit face-to-face contact between employees, customers, and vendors and modify practices (e.g., handshakes, work-station layout, etc.) • Follow the recommendations in the following pages

For additional information, please refer to [CDC Guidance for Business and Employers](#) or [CDC Guidance for Cleaning and Disinfection](#) OSHA has also published [Guidance on Preparing Workplaces for COVID-19](#) as an additional resource.

Because novel coronavirus is an emerging pathogen, the situation is rapidly changing. The following procedures are a combination of CDC and WHO guidelines supplemented with Ecolab expertise based on what is known as of March 13, 2020.

Contact your Ecolab representative for additional questions on products or procedures. Follow product labels for use and required PPE.

HAND HYGIENE

Hand hygiene is critical to help reduce and control the spread of COVID-19. This is a primary transmission mode and washing well and often is the best control.

There are no anti-viral claims available for hand care products in the United States, as they are not recognized by the FDA (FDA Tentative Final Monograph for Healthcare Antiseptic Drug Products). Therefore, hand care products will not list claims against COVID-19.

LEVEL GREEN (STANDARD PROCEDURES)

1. Wash hands vigorously with soap and water for at least 20 seconds to remove all soil. Rinse under running water.
2. Dry hands thoroughly with towel.

WASH HANDS with soap and water:

- ▲ When hands are visibly soiled
- ▲ Before and after eating or using tobacco
- ▲ After using the restroom
- ▲ After touching any part of the body
- ▲ Before and after gloving
- ▲ When moving from station to station

Additional for FOOD HANDLERS:

- ▲ At the beginning of the work shift and after breaks
- ▲ After handling soiled equipment or utensils
- ▲ When switching from handling raw food and working with ready-to-eat foods

When to use an approved, alcohol-based hand sanitizer for FOOD HANDLERS

- ▲ Use hand sanitizer only after washing hands per standard procedures

When to use an approved, alcohol-based hand sanitizer for NON-FOOD HANDLERS

- ▲ **When handwashing with soap and water is not available**
- ▲ Only when hands are not visibly soiled
- ▲ After washing soiled hands
- ▲ Before and after gloving
- ▲ When moving from a contaminated site to a clean site

LEVEL YELLOW AND LEVEL RED (RISK REDUCTION AND REMEDIATION)

1. Follow procedures in LEVEL GREEN. Reinforce personal hygiene needs, perform training and audit compliance.
2. Wash hands with soap and water and sanitize hands on a more frequent basis.

HARD SURFACES (NON-FOOD CONTACT)

It is important to pay special attention to public areas and thoroughly clean them. Droplets from an infected person with COVID-19 *can* remain on a surface and be transferred to another person if they touch the surface and then touch their eyes, nose, or mouth.

LEVEL GREEN (STANDARD PROCEDURES)

1. Follow your standard cleaning procedures.
2. For electronics spray onto cloth and wipe item.

Consideration: Use an EPA-registered product to disinfect hard, non-porous surfaces

LEVEL YELLOW (RISK REDUCTION)

1. Follow your LEVEL GREEN (standard) cleaning procedures.

Considerations:

- ▲ Use an EPA-registered product with an emerging viral pathogens claim. Carefully read and follow label for directions for use and proper contact times.
- ▲ Clean and disinfect “high-touch” hard surface areas on a more frequent basis (toilets, handles, sinks, counter tops, bathroom stall doors/latches, entrance/exit door handles, paper towel dispensers, soap dispensers, handrails, etc.)
- ▲ Perform training, reinforcing cleaning and disinfection procedures.
- ▲ Reinforce all personal hygiene requirements, with special attention to hand hygiene. Refer to Hand Hygiene procedure.

LEVEL RED (REMEDIATION)

1. Increase frequency of hard surface disinfection using an appropriate EPA-registered product with an emerging viral pathogens claim. Carefully read and follow label directions for use and proper contact times.
2. Consider closing non-essential public gathering areas such as bar, fitness center and pool to limit transmission.
3. Consider providing alcohol-based hand sanitizers in public areas (dispenser preferred) especially near touch points.

Considerations:

- ▲ If a restroom is affected, have an alternative plan to redirect customers to another restroom during this time.
- ▲ Provide personal protective equipment PPE (e.g., disposable gloves, gowns, masks) as directed by local and federal authorities for employees and infected individuals.
- ▲ Wash hands and change gloves if they are torn while cleaning. Remember to change gloves and gowns when changing tasks.
- ▲ Wash hands with soap and water upon completion. Refer to the Hand Hygiene procedure.

HIGH TOUCH POINTS

Back of the House

- Door handles and push plates
- Handles of all the equipment doors and operating push buttons
- Handles of the dispensers (beverage, etc.)
- Walk-in and other refrigerator handles
- Walk-in refrigerator & freezer plastic curtains
- Freezer handles
- 3-compartment sink and mop sink handles
- Handwash sink handles
- Soap dispenser push plates at handwash sink
- Cleaner dispenser push buttons
- Towel dispenser handle at handwash sink
- Trash receptacle touch points
- Cleaning tools
- Buckets
- Telephone keypad and handset
- Manager's computer
- Manager's office cabinet handles and safe handle
- Microphone and point of sale register
- Breakroom tables and chairs
- Display screens on equipment
- Laundry and Housekeeping carts

Dining Area & Front of House & Lobbies

- Door handles, push plates, thresholds and hand railings
- Grocery carts and baskets
- Chairs
- Trash receptacle touch points
- Front counter
- Drink and condiment dispensers
- Display cases
- Self-service areas
- Point of sale registers / touchscreens
- Trays
- Kiosks

Other Public Areas

- Door handles, push plates, thresholds and hand railings
- Gym equipment
- Elevator Buttons
- Pool Area
- Chairs and tables

Restrooms

- Door handles
- Sink faucets and toilet handles
- Towel dispenser handle
- Soap dispenser push plates
- Baby changing station
- Trash receptacle touch points

FOOD CONTACT SURFACES

Food contact surfaces can be a potential transmission source if droplets from an infected person are transferred to another person. To date there is no evidence that COVID-19 is transferred via food ingestion.

LEVEL GREEN (STANDARD PROCEDURES)

1. Follow your standard wash, rinse and sanitization procedure.
2. Sanitize with an EPA-registered hard surface food contact surface sanitizer, according to the label directions. **OR** Follow standard operating procedures for washing items in the dishmachine.

LEVEL YELLOW (RISK REDUCTION)

1. Follow procedures in LEVEL GREEN.

Considerations:

- ▲ Wash and sanitize food contact surfaces and equipment on a more frequent basis.
- ▲ Change out utensils in buffet line on a more frequent basis.
- ▲ Perform training, reinforcing cleaning and sanitizing procedures.
- ▲ Reinforce all personal hygiene requirements, with special attention to hand hygiene. Refer to Hand Hygiene procedure.

LEVEL RED (REMEDIATION)

1. Follow procedures in LEVEL YELLOW
2. Follow your standard procedures for low- and high- temperature dishmachines.
3. Wash and sanitize food contact surfaces and equipment on a more frequent basis.
4. Change out utensils in buffet line on a more frequent basis.

Considerations:

- ▲ Diligently practice food safety procedures, especially the potential for cross contamination or contamination by infected individuals.
- ▲ Consider closing buffet, bar and table service.
- ▲ Consider offering only room service and/or take out boxed meals, especially if occupancy is very low
- ▲ Provide personal protective equipment PPE (e.g., disposable gloves, gowns, masks) as directed by local and federal authorities for employees and infected individuals.
- ▲ Clean and disinfect with an EPA-registered product with an emerging viral pathogens claim on surfaces. Carefully read and follow label directions for use and proper contact times. Then follow standard food contact cleaning procedures (dishmachine or 3rd sink).

HIGH TOUCH POINTS

- | | |
|---|---|
| <ul style="list-style-type: none"> • Ice scoops • All service area counter surfaces • All kitchen/fresh department counter surfaces • Dining tables | <ul style="list-style-type: none"> • Hot and cold food storage • Steam Tables • Food display cases • Highchairs |
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GUEST & RESIDENT ROOMS

LEVEL GREEN (STANDARD PROCEDURES)

1. Follow your standard cleaning procedure, including use of gloves for room cleaning and laundry collection.

LEVEL YELLOW (RISK REDUCTION)

1. Follow procedures in LEVEL GREEN.

Considerations:

- ▲ Refer to Laundry and Carpet procedures
- ▲ Use an EPA-registered product with an emerging viral pathogens claim. Carefully read and follow label directions for use and proper contact times.
- ▲ Clean and disinfect “high-touch” hard surface areas on a more frequent basis: toilets, handles, sinks, counter tops, etc.
- ▲ Perform training, reinforcing cleaning and sanitizing procedures.
- ▲ Reinforce all personal hygiene requirements, with special attention to hand hygiene. Refer to Hand Hygiene procedure.
- ▲ Clean and disinfect housekeeping carts

LEVEL RED (REMEDIATION)

1. Follow procedures in LEVEL YELLOW.
2. Use an EPA-registered product with an emerging viral pathogens claim. Carefully read and follow label directions for use and proper contact times.
3. Clean and disinfect “high-touch” hard surface areas on a more frequent basis: toilets, handles, sinks, counter tops, etc.
4. It is recommended to close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.
5. Provide personal protective equipment PPE (e.g., disposable gloves, gowns, masks) as directed by local and federal authorities for employees and infected individuals.

Considerations:

- ▲ Use disposable gloves and gowns when cleaning. Wash hands and change gloves if they are torn while cleaning. Remember to change gloves and gowns when changing tasks. Wash hands with soap and water upon completion. Refer to the Hand Hygiene procedure.
- ▲ Refer to CDC guidelines
<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>

CARPET & UPHOLSTERED FURNITURE

No products contain use instructions or claims for carpet disinfection, as the EPA does not allow disinfection claims on products for carpet. Follow cleaning product label directions for use carefully. Flooring is not a common source of infection.

LEVEL GREEN (STANDARD PROCEDURES)

2. Follow your standard cleaning procedures.

LEVEL YELLOW (RISK REDUCTION)

2. Follow procedures in LEVEL GREEN.

Considerations:

- ▲ Refer to CDC guidelines
<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
- ▲ Wash bedding (comforter, blankets, pillows) more frequently

LEVEL RED (REMEDICATION)

6. Follow procedures in LEVEL YELLOW.

Considerations:

- ▲ Discard heavily soiled items
- ▲ Clean all carpeted areas

LAUNDRY

LEVEL GREEN (STANDARD PROCEDURES)

1. Follow your standard cleaning procedures, including gloves for laundry collection.

LEVEL YELLOW (RISK REDUCTION)

1. Follow procedures in LEVEL GREEN.

Considerations:

- ▲ Wash bedding (comforter, blankets) more frequently
- ▲ Clean and disinfect hampers or other carts for transporting laundry according to product label.
- ▲ Follow standard procedures for washing and drying, minimizing shaking of soiled laundry

LEVEL RED (REMEDICATION)

1. Follow procedures in LEVEL YELLOW.
2. Collect laundry with minimum agitation, do not shake or “hug” and avoid direct contact of the skin and clothes with laundry.
3. Consider using gloves, gowns and dissolving bags for laundry collection

Considerations:

- ▲ Per the CDC, dirty laundry that has been in contact with an ill person (COVID-19) can be washed with other items.
- ▲ Follow standard procedures for washing and drying, minimizing shaking of soiled laundry
- ▲ See CDC guidelines: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>

POOL & SPA

There is no evidence that COVID-19 can be spread to humans through the use of pools and hot tubs. Proper operation, maintenance, and disinfection (e.g., with chlorine and bromine) of pools and hot tubs should remove or inactivate the virus that causes COVID-19.

LEVEL GREEN (STANDARD PROCEDURES)

1. Follow your standard procedures.

LEVEL YELLOW (RISK REDUCTION)

1. Follow procedures in LEVEL GREEN.

Considerations:

- ▲ Consider increasing frequency of pH and sanitizer level testing and adjust as needed
- ▲ Disinfect high touch surfaces around the pool area

LEVEL RED (REMEDICATION)

1. Follow procedures in LEVEL YELLOW

Considerations:

- ▲ Consider closing public spaces, such as the pool area, to limit transmission

EMPLOYEES

LEVEL GREEN (STANDARD PROCEDURES)

1. Follow your standard procedures.

LEVEL YELLOW (RISK REDUCTION)

1. Follow procedures in LEVEL GREEN.
2. Educate employees on infection control, essential employee status, PPE use and communicate Infection Control Procedures.
3. Assess your preparedness status and collaborate with vendor partners on response readiness.
4. Evaluate facility usage, lead times and stock shelf life and their impact on ordering supplies.

Considerations:

- ▲ Begin cross-training employees on key tasks
- ▲ Consult OSHA's [Guidance on Preparing Workplaces for COVID-19](#).

LEVEL RED (REMEDIATION)

1. Follow procedures in LEVEL YELLOW
2. Reinforce personal hygiene, respiratory etiquette and hand hygiene by all employees.
3. Closely monitor employee health. Send symptomatic employees home per company illness policy.
2. Provide hygiene materials such as tissues, hand soap and sanitizer.
3. Have employees disinfect all personal hard contact surfaces such as register, keyboard, and phones frequently. Clean staff areas more frequently.
4. Provide appropriate PPE for staff
5. Educate and inform all employees of pandemic status and proper infection control procedures.

Considerations:

- ▲ Implement telecommuting for non-essential personnel
- ▲ Reduce staff to essential employees

Note on Disinfectants:

- The use of specific disinfectants can be helpful in combatting COVID-19. All disinfectants and sanitizers should be used as directed on product label/instructions. For additional information on carpet cleaning and laundering, please refer to: <https://www.cdc.gov/coronavirus/2019-ncov/community/home/cleaning-disinfection.html>
- For emerging or novel viruses like COVID-19, companies are unable to acquire the outbreak strain of virus to test the efficacy of their disinfectant products. Certain countries have policies or general claims that address this (e.g. US EPA Emerging Viral Pathogen Guidance*, EU viral claims) by utilizing a hierarchy of susceptibility of viruses to disinfectants. In general, these policies are based on the ability of a product to kill a 'harder to kill' virus and may or may not require preapproval for use in outbreak situations. Care must be taken to use the appropriate dilution at the correct contact time for the suitable application listed on the product label to enable disinfection against SARS-CoV-2.

**In the US a product must be preapproved by US EPA. It must be a hospital disinfectant and carry approved Emerging Viral Pathogen language on the master label. For an approved list of disinfectants, please refer to the CDC list: https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list_03-03-2020.pdf*
- Ecolab does offer specific disinfectants that have demonstrated effectiveness against viruses like the one causing COVID-19 (coronavirus disease) when used as directed. We also offer guidance and training on proper cleaning procedures to help reduce COVID-19 risk. If you are a current customer, you should speak with your representative for specific information and visit Ecolab.com for up-to-date information on this emerging situation.