

GENERAL RECOMMENDATIONS FOR ROUTINE CLEANING AND DISINFECTION

The health and safety of everyone on our projects is our number one priority. As we continue to responsibly manage the evolving COVID-19 situation, we encourage all team members to support and assist in routine cleaning of frequently touched surfaces on our jobsites with household cleaners and [EPA-registered disinfectants](#) that are appropriate for the surface. **Remember to always follow label instructions and the Safety Data Sheet (SDS) for proper handling and personal protection while using the selected chemicals.** Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product. **REMEMBER – NEVER MIX CHEMICALS!!!**

Definitions

- **Cleaning** refers to the removal of dirt and impurities, including germs, from surfaces. Cleaning alone does not kill germs. But by removing the germs, it decreases their number and therefore any risk of spreading infection.
- **Disinfecting** works by using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs. But killing germs remaining on a surface after cleaning further reduces any risk of spreading infection.

REGULARLY CLEAN & DISINFECT HIGH-TOUCH SURFACES SUCH AS:

- Gang box handles;
- Entry gates/ doors/ handles/ interior and exterior doorknobs, locks;
- Lunch areas/ conference rooms and other tables/ chairs (including backs and arms);
- Light switches;
- Plan tables/ file cabinets/ office equipment
- Shared Hand/ Power Tools, Cords, Battery Charging Stations, etc.;
- Restrooms – including handles, seats, locks & Handwash stations & soap dispensers;
- Other shared/ common areas

HOW TO CLEAN AND DISINFECT SURFACES

Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. If reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes. Consult the manufacturer's instructions for cleaning and disinfection products used. [Clean hands](#) immediately after gloves are removed.

If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.

For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.

[Products with EPA-approved emerging viral pathogens claims](#) are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).

Your help in preventing the spread of illness is critical. Contact your supervisor if you have any questions or concerns.

Got questions? Visit us at stmooreinsurance.com or contact us:

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