

Cleaning for the Corona Virus Process:

Introduction:

As human coronavirus, officially named COVID-19 by the World Health Organization (WHO), can remain active on surfaces for up to nine days, cleaners have been concerned about finding an effective cleaning solution to eliminate it.

Using a solution that is 62% to 72% ethanol, .5% hydrogen peroxide, or 0.1% sodium hypochlorite within one minute of contact, will kill the virus.

It is stressed that using the proper solution is only one part of the equation and that cleaning and disinfection procedures must be followed consistently and correctly to be effective.

We also need to revisit our processes and procedures for proper cleaning, sanitisation and disinfection of surfaces and spaces. This is critical.

Responsibility:

Anyone with the responsibility for cleaning of contamination of the Corona Virus within the organisation and or on client sites.

Preventative, response, infection control, and contamination control measures to known or potential infectious disease outbreak situations.

What is Corona Virus?

Coronavirus (CoV) refers to a family of viruses that cause illness ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS-CoV) and Severe Acute Respiratory Syndrome (SARS-CoV). SARS-CoV-2, also known as 2019-nCoV or the Wuhan coronavirus, is a novel or new coronavirus that was first identified in humans in Wuhan, China, in December 2019.

While not common, coronaviruses can be zoonotic, meaning they can be transmitted between animals and people. This was the case with SARS-CoV, which was found to be transmitted from civet cats to humans, and MERS-CoV, which was found to be transmitted from dromedary camels to humans. While there is speculation that SARS-CoV-2 is also zoonotic, scientists are still unsure. There is speculation that the infection was transferred through snakes.

How the Virus Spreads:

Influenza and colds are primarily spread through large droplets that are produced when infected people cough, sneeze or talk, sending the relatively large infectious droplets and very small sprays (aerosols) into the nearby air and into contact with other people. Large droplets can only travel a limited range; therefore, people should limit close contact (within 6 feet) with others when possible.

In addition, the cold and flu are also spread by infected individuals touching objects such as doorknobs, lift buttons, handrails and other frequently touched surfaces thus contaminating the object with viruses. The viruses are then transmitted to another person who touches the same object and then transfers the infected material from the hands to the nose, mouth or eyes. That is why it is important to clean and disinfect frequently touched surfaces.

Precautionary Measures:

- Wash your hands often with soap and water for 20 seconds. (Handwashing: Clean Hands Save Lives)
- Use 70% alcohol-based hand sanitizer if soap and water are not available.
- Avoid touching eyes, nose and mouth with unwashed hands.
- Avoid close contact who are showing symptoms or are sick.
- Cover your coughs and sneezes with a tissue, not your hands.
- Clean and disinfect frequently touched surfaces, such as doorknobs, especially if someone is showing symptoms or are sick.

Know the difference between Cleaning, Disinfecting, and sanitising:

Cleaning - removes germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

Disinfecting - kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

Sanitising - lowers the number of germs on surfaces or objects to a safe level, as judged by public health standards or requirements. This process works by either cleaning or disinfecting surfaces or objects to lower the risk of spreading infection.

Substances (Recommended):

Chemical suppliers recommend that this virus can be cleaned from frequently touched surfaces using an Anti Bac Cleaner, for example Anchor labelled product AGS7 ANCHOR SURFACE CLEANER/SANITISER X 750ML. The substance passes BSEN1276 for germ kill.

For a product more specifically aimed at a Virus, a product called Selden SELGIENE EXTREME, has passed more tests and as such does have a greater germ kill.

Description of Substance:

Selden Extreme kills Norovirus, E. Coli, Swine Flu, HIV, Hepatitis C, MRSA & Clostridium difficile Passes EN 1276, 13704, 1650, 14476 & 14675 Manufactured in the UK to ISO 9001, 14001 & 18001

Selgiene Extreme cleans and sanitises frequently touched items such as door handles, tables, banisters etc. Selgiene Extreme can be used in all catering environments. Independently proven to kill the Norovirus, HIV, Hepatitis C and H1N1 Influenza viruses. Also certified to kill Clostridium difficile, MRSA and common food poisoning bacteria including Salmonella typhimurium, Listeria monocytogenes and Escherichia coli.

The product is bleach free, non-toxic, non-tainting and safe to use on all common water washable surfaces, including food contact surfaces.

For protection against Norovirus first clean the surface and then spray Selgiene Extreme onto surface and leave for 5 minutes. Selgiene Extreme can also be used for the initial cleaning step.

The recommendations however are the promotion of good hygienic practices and to frequently wash and sanitise hands.

Effective Cleaning:

Effective cleaning and disinfecting of environmental surfaces including “high touch” or frequently touched surfaces (i.e., desks, countertops, taps, doorknobs) significantly decreases the number of environmental pathogens including influenza and cold viruses on those surfaces or objects, which in turn reduces the risk of transmission and infection.

Routine cleaning removes the soil and dirt that harbours the infectious agents, while disinfecting kills the remaining environmental pathogens.

The following cleaning and disinfection practices are recommended to help prevent the spread of influenza and cold viruses;

Just Clean - Do not underestimate the power of simply cleaning to reduce the risk of transmitting the influenza and cold viruses as well as other pathogens. Cleaning removes dirt, soil, and impurities that harbour germs and viruses like influenza and those that cause the common cold.

Just as important, remember cleaning is often a necessary first step in disinfecting a surface, which kills the remaining germs.

Clean and Disinfect Frequently Touched Surfaces - Daily clean and disinfect surfaces and objects that are frequently touched such as desks, countertops, doorknobs, and taps.

Frequency must be increased when there is a known outbreak. Immediately clean and disinfect surfaces that are visibly soiled with body fluids (vomit, urine, etc.) or blood. Avoid contact with the fluid(s).

Simply Do Routine Cleaning and Disinfecting. It is important to match your cleaning and disinfecting activities to the types of germs you want to remove or kill. For example, most studies have shown that the flu virus can live and potentially infect a person for **only 2 to 8 hours** after being deposited on a surface. Therefore, it is not necessary to close facilities to clean or disinfect every surface in the building to slow the spread of flu.

Flu and cold viruses are relatively fragile, so standard or routine cleaning and disinfecting practices are enough to remove or kill them. Special cleaning and disinfecting processes, including wiping down walls and ceilings, or fumigating, are not necessary or recommended. These processes can irritate eyes, noses, throats, and skin; aggravate asthma; and cause other adverse side effects.

Clean and Disinfect Correctly. Always follow label directions on cleaning products and disinfectants. It is important to note that the directions on most disinfectant products require the surface to first be cleaned.

First clean surfaces with a general-purpose cleaner to remove germs and follow with an EPA-registered disinfectant to kill germs.

Be sure to follow the label directions on the disinfectant for dwell time—the amount of time necessary for the disinfectant to reside on the surface in order to effectively kill the germs. Please be sure to make sure the surface remains wet during the dwell time to properly disinfect and kill the germs. Therefore, you may wish to select disinfectants that have shorter dwell times.

When disinfecting frequently touched surfaces, select EPA registered products with label claims indicating the product kills the cold and flu.

If a surface is not visibly dirty, you can clean it with an EPA-registered product that both cleans (removes soil and germs) and disinfects (kills germs) instead. Be sure to read the label directions carefully, as there may be a separate procedure for using the product as a cleaner or as a disinfectant.

Disinfecting wipes should be made available for use on electronic items that are touched often, such as phones and computers. When using disinfecting wipes pay close attention to the directions for using disinfecting wipes. It may be necessary to use more than one wipe to keep the surface wet for the stated length of contact time. Persons cleaning electronic equipment should make sure that the electronics can withstand the use of liquids for cleaning and disinfecting.

Use Products / Substances Safely. Pay close attention to hazard warnings and directions on product / substance labels and SDSs. Cleaning products and disinfectants may call for the use of gloves or eye protection.

Do not mix cleaners and disinfectants unless the labels indicate it is safe to do so. Combining certain products (such as chlorine bleach and ammonia cleaners) can result in serious injury or death.

Room Cleaning – Process:

The room where the an individual with or suspected viral symptoms should not be used further, the room door should remain shut, with windows opened and the air conditioning switched off, until it has been cleaned with detergent and disinfectant. Once this process has been completed, the room can be put back in use immediately.

Preparation - The responsible person undertaking the cleaning with detergent and disinfectant should be familiar with these processes and procedures:

- Collect all cleaning equipment and clinical waste bags before entering the room;
- Any cloths and mop heads used must be disposed of as single use items;
- Before entering the room, perform hand hygiene then put on a disposable plastic apron and gloves.

On entering the room - keep the door closed with windows open to improve airflow and ventilation whilst using detergent and disinfection products

- Bag all waste items that have been used as clinical waste, for example, contents of the waste bin and any consumables that cannot be cleaned with detergent and disinfectant.
- Remove any fabric curtains and bag as infectious linen;
- Wipe the surfaces with either a combined detergent disinfectant solution or a neutral purpose detergent followed by disinfection.

Cleaning process - use disposable cloths or paper roll or disposable mop heads, to clean and disinfect all hard surfaces or floor or chairs or door handles or reusable equipment in the room, following one of the 2 options below:

- Use either a combined detergent disinfectant solution;
- or a neutral purpose detergent followed by disinfection;

Follow manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants;

Any cloths and mop heads used must be disposed of as single use items.

Make sure you dry surfaces such as worktops and desks thoroughly after cleaning. Dampness helps any remaining germs to survive and, if there's enough water, multiply.

Cleaning and disinfection of reusable equipment - clean and disinfect any reusable equipment that are in the room.

Clean all reusable equipment systematically from the top or furthest away point.

Carpeted flooring and soft furnishings - If carpeted floors or soft furnishings present consult the manufacturer's instructions for use and combine with detergent cleaning.

On leaving the room - discard detergent or disinfectant solutions safely at disposal point.

- All waste from suspected contaminated areas should be removed from the room and disposed of immediately;
- Clean, dry and store re-usable parts of cleaning equipment, such as mop handles;
- Remove and discard PPE as clinical waste;
- Perform hand hygiene.

Cleaning of communal areas - If a suspected case spent time in a communal area, for example, a reception area or toilet facilities, then these areas should be cleaned with detergent and disinfectant (as above) as soon as practicably possible, unless there has been a blood or body fluid spill which should be dealt with immediately.

Once cleaning and disinfection have been completed, the area can be put back in use.

Other Areas:

To prevent the spread of viruses and germs in other areas;

Toilets - keep the U-bend and toilet bowl clean by flushing after each use;

- use a toilet cleaner and brush every few days;
- limescale should be regularly removed using a descaling product;
- keep the toilet seat, handle and rim clean by using a disinfectant.

Sinks - clean sinks frequently, if they're used regularly

- Use disinfectant if they've been used by someone who's ill.

Showers - clean shower trays frequently, if used regularly;

- If a shower hasn't been used for a while, let it run with hot water before using it.

Tiles and shower curtains - keep tiles in good clean condition;

- Clean shower curtains frequently.

Kitchen - ensure food-preparation surfaces are clean before use;

- Clean surfaces immediately after use.

Floors - clean floors regularly with warm water and detergent to remove visible dirt;

if soiled with vomit, urine or faeces the floor should be cleaned using a disposable cloth and warm water, then disinfected – make sure the floor is dry before allowing anyone on it.

Carpet and soft furnishings - steam cleaning is effective against germs on carpets and furnishings.

- Curtains can be cleaned by laundering or disinfected by steam cleaning.

Handle Waste Properly:

Follow standard procedures for handling waste, which include wearing gloves. Place no-touch waste baskets where they are easy to use.

Disposable items used to clean surfaces and items must be thrown in the bin immediately after use.

Avoid touching used tissues and other waste when emptying waste baskets.

Wash your hands with soap and water after emptying waste baskets and touching used tissues and similar waste.

Hand Hygiene:

Keeping hands clean is one of the most important steps we can take to avoid getting sick and spreading germs such as the influenza or cold virus to others. Many diseases and conditions are spread by not washing hands with soap and clean running water, or when not available, a hand sanitizer.

For example, it is reported that handwashing:

- Reduces respiratory illnesses, like the flu and cold, in the general population by 21%
- Reduces the number of people who get sick with diarrhoea by 31%
- Reduces diarrheal illness in people with weakened immune systems by 58%

Why Wash Hands. Handwashing with soap and clean running water removes germs from hands. This helps prevent infections from spreading because:

- People frequently touch their eyes, nose, and mouth without even realising it. Germs can get into the body through the eyes, nose and mouth and make us sick.
- Germs from unwashed hands can get into foods and drinks while people prepare or consume them. Germs can multiply in some types of foods or drinks, under certain conditions, and make people sick.
- Germs from unwashed hands can be transferred to other objects such as handrails, tabletops, or doorknobs, and then transferred to another person's hands, who then becomes infected by touching their eyes, nose or mouth.
- Removing germs through handwashing therefore helps prevent the cold, flu and other respiratory infections, diarrhoea, and many other infectious diseases.

When You Should Wash Hands. Routine and frequent handwashing with running water and soap is important, and it is recommended that it be done;

- After blowing your nose, coughing, sneezing;
- After using the toilet;
- Before and after preparing food;
- Before you eat;
- Before and after caring for someone who is sick;
- After changing diapers or cleaning up a child who has used the toilet;
- Before and after treating a cut or wound.

Hand Sanitisers:

Washing hands with soap and water is the best way to reduce the number of microbes on them in most situations. However, if soap and water are not available, use an alcohol-based hand sanitiser. Alcohol-based hand sanitisers can quickly reduce the number of microbes on hands in some situations, **but sanitisers do not eliminate all types of germs**. It is important to note that hand sanitisers are not as effective when hands are visibly dirty.

Personal Protective Equipment:

In areas where an infectious individual has been, but is no longer present, minimum PPE recommendations are:

- A surgical mask or similar. The use of a surgical mask is to prevent accidental contact between the wearer's hands, nose, and mouth and should not be considered respiratory protection. If the risk assessment indicated a high likelihood of generating aerosols during the cleaning process, the surgical mask should be replaced with a minimum of a respirator or higher level of respiratory protection.
- Eye protection or face shield;
- Disposable gown or covering. If disposable gowns are not available, a protocol for laundry must be in place;
- Gloves should be worn;
- In the absence of noticeable human waste material on the ground (sputum, etc.), the use of shoe covers to protect the wearer from the coronavirus is not currently recommended.

Situations where there is a potentially infectious or confirmed infectious person present, the minimum PPE guidance is:

- A respirator or higher level of respiratory protection such as a powered air purifying respirator (PAPR);
- Eye protection or face shield;
- A disposable gown or covering, if disposable gowns are not available, a protocol for laundry must be in place;
- Gloves should be worn;
- Shoe covers or dedicated shoes that can be decontaminated may be needed based on the site risk assessment.

These PPE recommendations are those which are to protect the wearer from the Wuhan coronavirus. Additional PPE, such as a chemical respirator, may be required for the use of the disinfecting chemicals, the most stringent combined set of PPEs for the virus and chemical should then be worn.

Equipment:

- Cloths and sponges - use disposable cloths or paper towels when possible;
- Reusable cloths should be disinfected or washed at 60C (140F) after each use;
- Washing-up brushes - wash brushes in a dishwasher regularly or clean with detergent and warm water after each use;
- Mops and buckets - use two buckets for mopping – one for detergent and the other for rinsing;
- Mops and buckets should be cleaned and dried after each use.

Self-Help in the Workplace:

In addition to implementing an effective cleaning and hand hygiene program, there are a number of things the employer can do to reduce the transmission of the common cold and flu including, but not limited to, the following;

- Encourage sick employees to stay at home.
- Provide resources and a work environment that promotes personal hygiene. Provide tissues, no-touch bins, hand soap, hand sanitisers, and disinfecting wipes for employees and customers to use.
- Encourage your employees to wash their hands frequently with soap and water or with hand sanitiser if there is no soap or water available. Also, encourage your employees to avoid touching their noses, mouths, and eyes.
- Encourage your employees to cover their coughs and sneezes with a tissue. All employees should wash their hands or use a hand sanitiser after they cough, sneeze or blow their noses.
- Employees should avoid close contact with their co-workers and customers (maintain a separation of at least 6 feet). They should avoid shaking hands and always wash their hands after contact with others. Even if employees wear gloves, they should wash their hands upon removal of the gloves in case their hand(s) became contaminated during the removal process.
- Discourage your employees from using other employees' phones, desks, offices or other work tools and equipment.
- Promote healthy lifestyles, including good nutrition, exercise, and smoking cessation. A person's overall health impacts their body's immune system and can affect their ability to fight off, or recover from, an infectious disease.

People at High-Risk for Flu Complications:

Most people who get sick with flu will have mild illness, will not need medical care or antiviral drugs and will recover in less than two weeks.

Some people, however, are more likely to get flu complications that can result in hospitalisation and sometimes death. Pneumonia, bronchitis, sinus infections and ear infections are examples of flu-related complications.

Flu also can make chronic health problems worse. For example, people with asthma may experience asthma attacks while they have flu and people with chronic congestive heart failure may experience a worsening of this condition triggered by flu. Below are the groups of people who are more likely to get serious flu-related complications if they get sick with flu;

- Adults 65 years or older;
- Pregnant women;
- Young children;
- Asthma sufferers;
- Diabetes;
- HIV / Aids;
- Cancer;
- Heart disease and stroke.

Following is a list of all the health and age factors that are known to increase a person's risk of getting serious complications from the flu:

- Asthma;
- Neurologic and neurodevelopment conditions;
- Blood disorders (such as sickle cell disease);
- Chronic lung disease (such as chronic obstructive pulmonary disease [COPD] and cystic fibrosis);
- Endocrine disorders (such as diabetes mellitus);
- Heart disease (such as congenital heart disease, congestive heart failure and coronary artery disease);
- Kidney disorders;
- Liver disorders;
- Metabolic disorders (such as inherited metabolic disorders and mitochondrial disorders);
- People who are obese with a body mass index [BMI] of 40 or higher;
- People younger than 19 years of age on long-term aspirin- or salicylate-containing medications;
- People with a weakened immune system due to disease (such as people with HIV or AIDS, or some cancers such as leukaemia) or medications (such as those receiving chemotherapy or radiation treatment for cancer, or persons with chronic conditions requiring chronic corticosteroids or other drugs that suppress the immune system).

Other people at high risk from the flu:

- Adults 65 years and older;
- Children younger than 2 years old;
- Pregnant women and women up to 2 weeks after the end of pregnancy;
- People who live in nursing homes and other long-term care facilities
- Although all children younger than 5 years old are considered at high risk for serious flu complications, the highest risk is for those younger than 2 years old, with the highest hospitalisation and death rates among infants younger than 6 months old.

Associated Documentation:

| Version | Description of Documentation |
|---------|------------------------------|
| | Health and Safety Policy. |
| | COSHH Policy. |
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Amendment Log

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Acknowledgement.

I have read and understood the contents of this document Cleaning for Corona Virus Process. Anything I did not understand has been explained to me to my satisfaction.

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