

**ENHANCED
CLEANING WORK
INSTRUCTIONS
FOR OFFICE
ENVIRONMENTS**

To be used for COVID-19

10-STEPS FOR ENHANCED CLEANING

OFFICE ENVIRONMENTS

1. If there have been no confirmed cases of COVID-19, Enhanced Cleaning work can commence as listed below.
2. If there has been a confirmed case of COVID-19 identified in your location, notify your safety partner and operations management. Talk to your client and set expectations that we need to wait a minimum of 24 hours, preferably 48 hours, before performing work.
3. Conduct Site Hazard Assessment.
4. Do not commence work without signed ABM work order for COVID-19.
5. Make sure all your team members at the location are properly informed of the situation and have them sign off that they have reviewed the SOPs.
6. Ensure PPE is in place and confirm supplies are in stock for disinfectants, reusable cleaning cloth(s), and equipment.
7. Conduct procedures training for Enhanced Cleaning with disinfectants following the SOP.
8. Follow disinfectant product specific application procedures for SOP specified products.
9. Provide training procedures to team members (available in both English and Spanish.)
10. If a team member is exhibiting symptoms, ensure they call the ABM Nurse Line immediately and send them home until they are cleared by their doctor to return to work.

PPE Needed (Personal Protective Equipment)



Nitrile disposable gloves



Goggles

Chemicals Needed* (one of the following)



Virex II 256 | Virex Plus
Oxivir Five 16 | Oxivir TB, Oxivir 1RTU or wipes equivalent

Equipment Needed



Janitorial cart

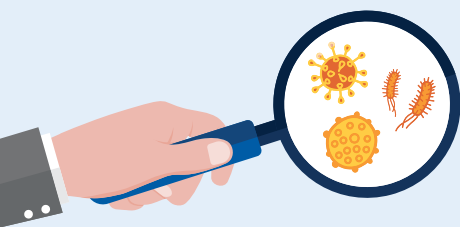


Reusable cleaning cloth(s)



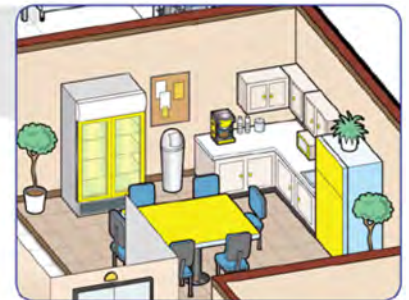
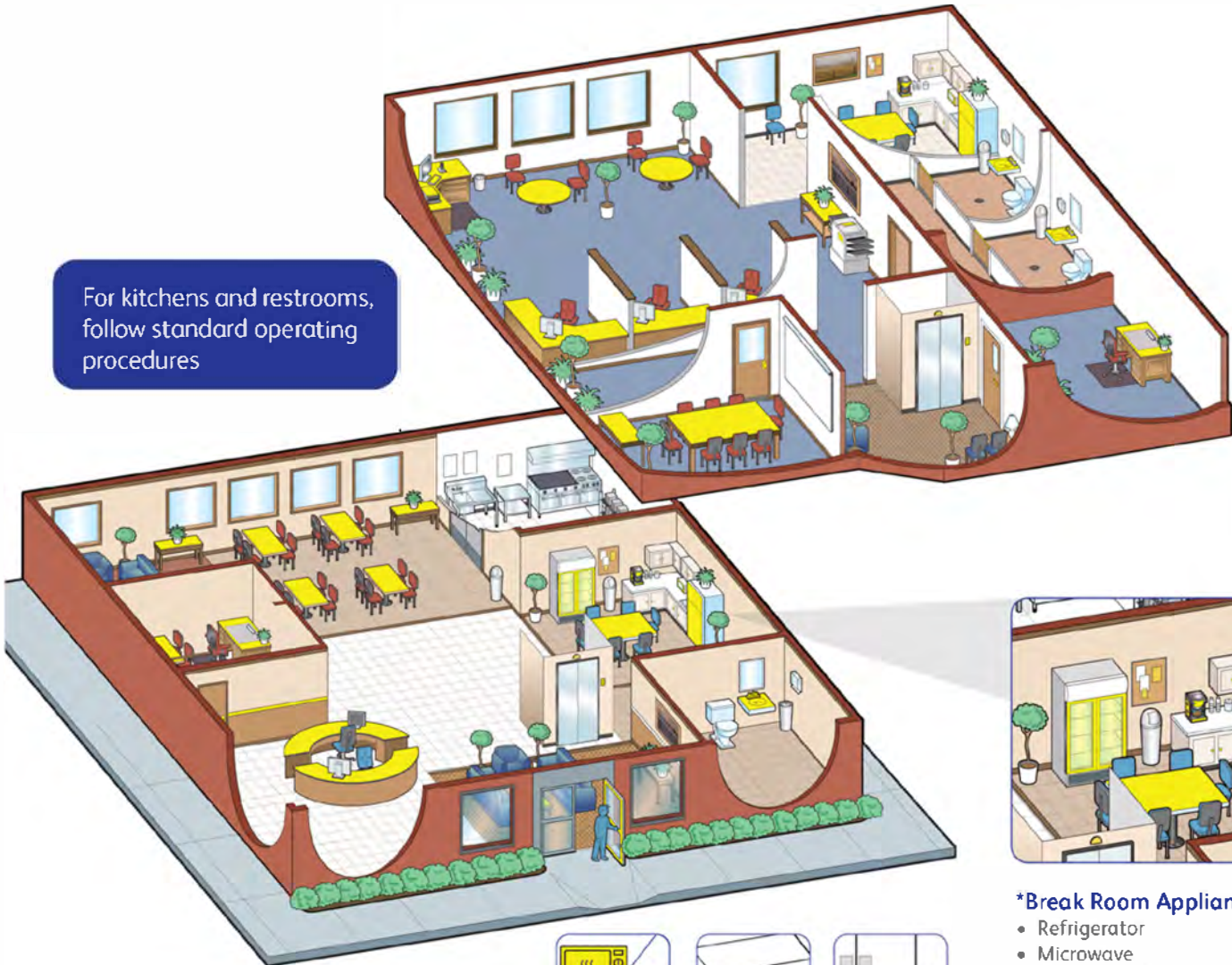
Microfiber flat mop or equivalent

* Enhanced cleaners/disinfectants must have the EPA's 'emerging pathogens' rating on the label. Products come in various packaging formats including RTU liquid, concentrated/dispensed liquid, wet wipes and dry wipes to pour liquid over in a bucket. Consult with your local Diversey representative as needed.



Enhanced Cleaning for Office Environments

For kitchens and restrooms, follow standard operating procedures

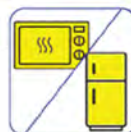


***Break Room Appliance Exteriors:**

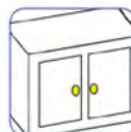
- Refrigerator
- Microwave
- Coffee machine
- Water cooler



High Touch Surfaces



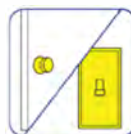
Appliance Exteriors*



Cabinet Pulls / Drawer Handles



Elevator Buttons / Handrails



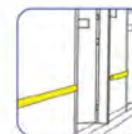
Door Handle / Light Switch



Keyboard / Mouse



Copier/Printer



Railings



Sink / Faucet / Toilet Flush-Handle



Telephone



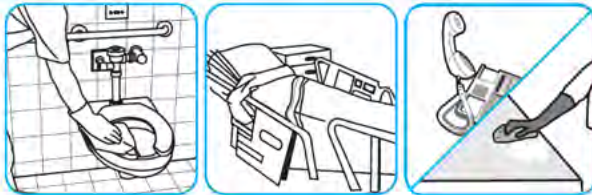
Desk and Table Tops

Questions: 1-866-624-1520

Always wear personal protective equipment.

Application Procedures

Use Oxivir® Tb one-step cleaner disinfectant to wipe hard, non-porous surfaces.



Pull wipe from canister, wipe surfaces, allowing them to stay wet for one minute. Allow to air dry or rinse according to use instructions on some surfaces.

Use Oxivir® 1 one-step cleaner disinfectant to wipe hard, non-porous surfaces.



Pull wipe from canister, wipe surfaces, allowing them to stay wet for one minute. Allow to air dry or rinse according to use instructions on some surfaces.

Use Virex® II 256 One-Step Disinfectant Cleaner and Deodorant to clean restroom toilets, sinks, floors and walls.



Apply use-solution to hard, nonporous surfaces. Thoroughly wet surface with a cloth, mop, sponge, sprayer or by immersion. Allow to remain wet for 10 minutes. Wipe dry or allow to air dry.

Use Virex™ II 256 One-Step Disinfectant Cleaner and Deodorant to clean restroom toilets, sinks, floors and walls.



Apply use-solution to hard, nonporous surfaces. Thoroughly wet surface with a cloth, mop, sponge, sprayer or by immersion. Allow to remain wet for 10 minutes. Wipe dry or allow to air dry.

Use Oxivir® Five 16 Concentrate One Step Disinfectant Cleaner to clean and disinfect hard, non-porous surfaces.



Apply use solution. Let stand for 5 minutes. Wipe or allow to air dry.

Product Support: 1-800-558-2332

Always wear personal protective equipment.

**ENHANCED
CLEANING WORK
INSTRUCTIONS
FOR EDUCATION
ENVIRONMENTS**

To be used for COVID-19

10-STEPS FOR ENHANCED CLEANING

EDUCATION ENVIRONMENTS

1. If there have been no confirmed cases of COVID-19, Enhanced Cleaning work can commence as listed below.
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PPE Needed (Personal Protective Equipment)



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Goggles

Chemicals Needed* (one of the following)



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Oxivir Five 16 | Oxivir TB, Oxivir 1RTU or wipes equivalent

Equipment Needed



Janitorial cart

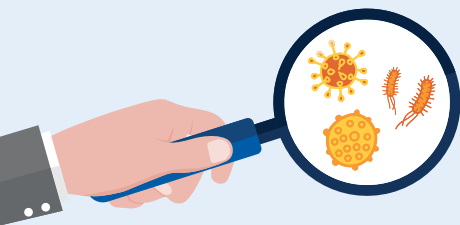


Reusable cleaning
cloth(s)



Microfiber flat mop
or equivalent

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Enhanced Cleaning for Education Environments

For kitchens and restrooms, follow standard operating procedures



Athletic Equipment



Copier/Printer



Hard Surface Benches/Chairs



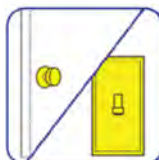
Pencil Sharpener



Desk & Table Tops



High Touch Surfaces



Door Handle / Light Switch



Keyboard / Mouse



Locker Exterior



Telephone



Sink / Toilet Flush Handle



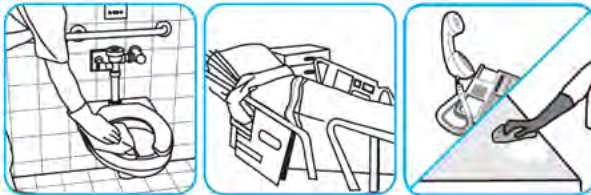
Railings

Questions: 1-866-624-1520

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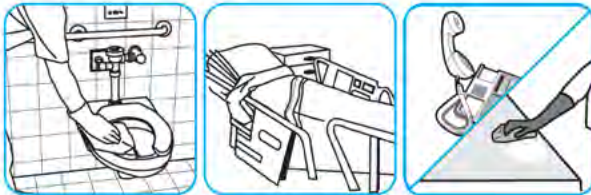
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