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AN OCCUPATIONAL SAFETY & HEALTH TRAINING SERIES FOR HIGH HAZARD INDUSTRIES

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Company Name:	Dept:	Location:	Date:
COVID-19: CLEANING & How to clean and disinfect Wear disposable gloves to clean and disinfect. Clean Clean Clean surfaces using soap and water. Practice routine cleaning of frequently touched surfaces. High touch surfaces include: Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc. Disinfect Clean the area or item with soap and water or another detergent if it is dirty. Then, use a household disinfectant. Recommend use of EPA-registered household disinfectant. Follow the instructions on the label to ensure safe and effective use of the product. Many products recommend: Keeping surface wet for a period of time (see product label) Precautions such as wearing gloves and making sure you have good ventilation during use of the product.		Cleaning and disinfecting your building or facility if someone is sick Close off areas used by the sick person. Open outside doors and windows to increase air circulation in the area. Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible. Clean and disinfect all areas used by the sick person, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines. If more than 7 days since the sick person visited or used the facility, additional cleaning and disinfection is not necessary. Continue routing cleaning and disinfection.	
Meeting Conducted By: Meeting Attended By:	Print Name	Sign	Document Filing Reference

Notes & Suggestions

Filling Instructions: Copies of this "Tailgate Talk" should be filed in employer's safety training records and cross-referenced in each employee safety-training file. This is intended as a guide only- all rights reserved.