



HISTRA Best Practices for COVID Cleaning in STVRs based on BC Ministry of Health Guidance to the Hotel Sector to ensure safety.

Safety Precautions

- To allow for adequate air exchange within rooms, cleaners need to wait a minimum of **3 hours** after a guest leaves before cleaning. Open windows and doors to air the house during this time.
- Cleaners need to wear PPE including disposable gloves, eye protection and masks. Remove work clothes into a plastic bag for washing before leaving.
- Wash hands before, frequently during and after cleaning.
- If possible, space out rentals with as much time as possible.

General Cleaning Measures

- Clean visibly dirty surfaces before disinfecting, unless stated otherwise on the product instructions. Cleaning refers to the removal of visible dirt, grime and impurities. Cleaning does not kill germs but helps remove them from the surface.
- Use clean cloths, paper towels or wipes to clean and disinfect surfaces.
 - Put cleaning and disinfectant solutions into clean buckets for use.
 - To avoid contaminating your cleaning solution, do NOT re-dip dirty cloths back into the cleaning solution. Use clean cloths each time. This may require using a larger number of cloths than normal.



- Avoid the use of spray bottles or pressurized sprayers that might aerosolize contaminants.
- Immediately discard paper towels and disposable wipes after use.
- Wash cleaning cloths on the highest recommended temperature.
- Use a disinfectant that has a Drug Identification Number (DIN). Follow the instructions on the product label for dilution, contact time and safe use.
- If commercial or household cleaning products are not readily available, you can prepare a bleach and water solution with 20 ml of unscented household bleach per 980 ml of water. When using the bleach and water solution, allow surface to air dry naturally. Make a fresh bleach solution each day.
- Floors and walls should be kept visibly clean and free of spills, dust and debris.
- Empty and clean garbage cans in public areas regularly.
- Items that cannot be easily cleaned and disinfected should be removed (e.g., toys, sculptures, magazines, dvds).
- For carpets:
 - Vacuums: Only use vacuum cleaners equipped with exhaust filter, preferably HEPA filters, for carpeted areas. Built-in vacuums are ideal. If your vacuum does not have an exhaust filter, do NOT vacuum the room
 - Steam cleaners: Carpets can be cleaned using a steam cleaner which reaches a minimum temperature of 71 degrees, unless the floor coverings are not heat resistant. Do NOT sweep floors.



- Use two buckets to wash floors. One bucket has soap and water solution and the other plain water. Rinse the mop in between with water so as to not contaminate soap solution.

Housekeeping During a Guest's Stay

- Ask guests to bring their own linens, pillows, bedding, blankets, towels. In addition, guests should bring their own Toilet Paper, shampoo, soap, kitchen supplies including salt, pepper, sugar, cooking oil to prevent cross contamination.
- Guests must remove all food items and leave nothing behind.
- Supply disinfectants and recommendations for guests to self-clean.

Housekeeping After a Guest's Stay

- All rooms must be fully cleaned and disinfected after every use.
- Ensure staff do NOT enter house until authorized.
- To allow for adequate air exchange within rooms, staff should wait a minimum of three (3) hours after a guest has left the house before entering for housekeeping.
- Cleaners must practice diligent hand hygiene before entering and after leaving each guest room.
- Proper hand hygiene must be performed after removing gloves.
- Review all work procedures to minimize all opportunities for staff contact with splashes and spraying.
- Empty all garbage containers.
- Discard all items left in the room by guests.



- Discard all single-use items and remnants, even if they seem unused or untouched. This includes, but is not limited to, toilet paper, soap, shampoo, toothpaste and sugar packets.
- Put duvets, blankets, pillows, mattress protectors etc outside or put them inside a dryer at the highest setting allowed for 20 minutes.

Checklist of items to clean and disinfect

- **Remember, clean first, disinfect afterwards. Follow directions specific to each disinfectant to ensure proper application and use.**
- Bleach damages metals, fabrics and painted surfaces.
- Complete a thorough cleaning of all hard surfaces. Special attention should be given to frequently touched items such as toilets, sinks, faucets, doorknobs, light switches, telephones, remote controls, fridges, thermostats and garbage cans.

General:

- Doorknob
- Surfaces
- Light switches
- Remote controls
- Tables
- Fan and lamp chains
- Window sills and window handles
- Thermostats
- Keys
- Hairdryers
- Railings
- Ironing boards and irons
- Garbage and recycling bins

Kitchen:



- Wash ALL reusable glassware, dishes, utensils, cooking utensils, knives, pots and pans. To disinfect, put items into sink with hot water disinfecting solution for 2 minutes and then allow to air dry.
- Sinks
- Appliances: oven, toaster, pressure cooker, coffee maker, etc including plugs and cords
- Cabinet handles and pulls
- Condiments: oil, salt and pepper shakers, commonly used spices and containers, etc. (Recommended to remove all condiments)
- Kitchenware that isn't dishwasher safe: ceramic bowls, kids' plasticware, etc.
- Hard-backed chairs
- Cleaning product containers
- Clean inside of fridge with soap and water solution
- Floors - use two buckets to clean, one with soapy water and the other with just water. Wash the floor with soapy solution and then rinse mop in between with water so as to prevent contaminating cleaning solution.

Outdoors

- BBQ high touch surfaces
- Outdoor furniture can be cleaned with soap and water solution.

Bathroom:

- Sinks
- Toilets including flush mechanism
- Toilet Brush Handle
- Faucet handles
- Showers and tubs
- Shower curtains and doors
- Shampoo, conditioner, body wash, and soap dispensers

Bedroom

- Hangers and luggage racks
Nightstands
- Put duvets in dryer between stays or air outside between guests

Cleaning appliances



- Dishwashers
- Vacuum cleaners
- Washer/dryer units

Kids' items

- Toys
- Portable cribs and playpens
- High chairs

Other amenities

- Umbrella
- Games
- Books

Guest Cleaning Guidelines:

- Wash hands regularly
- Avoid touching your face
- Wear a mask when going to public spaces
- Practice Physical Distancing
- Bring own shampoo, soap, toilet paper, towels, bedding, pillows,
- Personal devices to watch dvds etc.
- Clean Kitchen and bathrooms daily
- Use fresh dish cloths and tea towels daily
- Avoid wiping hands with tea towels
- Clean doorknobs daily
- Guests must remove all food, garbage and recyclables

Recommended Cleaning Products

- Soap and Water:
 - Breaks down fatty outer layer of COVID
 - Equally effective as bleach
- Bleach Solution:
 - 250mL (1 cup) water per 5mL (1 tsp) bleach
 - or
 - 1 litre of water (4 cups) per 20mL (4 tsp) bleach
- Alcohol solutions with 70% alcohol



Recognized Commercial disinfectant brands:

- Lysol
- Clorox
- Scrub Free
- Fantastik
- Windex Disinfectant cleaner
- Comet

COVID lives on the following surfaces for the following duration:

- Porous materials (clothes, cardboard) for 1 day
- Wood for 3 days
- Non-porous materials (metal and plastic) for 3-5 days



Hornby Island Short Term Rentals Assoc.