WHAT IS THE CORONAVIRUS?

OVERVIEW

SYMPTOMS

CLEANING PROCEDURES

NEXT STEPS

PREVENTION
The coronavirus disease 2019 (officially labeled COVID-19 by the World Health Organization on Feb. 11) is a respiratory illness that first broke out in Wuhan, China. As of March 2, the illness has claimed more than 3,000 lives (and infected more than 92,000) and has spread beyond China’s borders to countries including the United States and Europe.
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It was declared a public health emergency on Jan. 30 by the World Health Organization.
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Symptoms may include

- Fever
- Respiratory problems
- Cough
- Shortness of breath

Per the CDC: “...symptoms of 2019-nCoV may appear in as few as 2 days or as long as 14 after exposure.”
## A few tips to prevent infection

<table>
<thead>
<tr>
<th>Tip</th>
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<tbody>
<tr>
<td>Wash your hands with soap and water (Minimum 20 Seconds)</td>
</tr>
<tr>
<td>Avoid touching your face</td>
</tr>
<tr>
<td>Stay home if you’re sick</td>
</tr>
<tr>
<td>Clean and disinfect surfaces</td>
</tr>
<tr>
<td>Cover your mouth and nose with a mask if you are coughing/sneezing</td>
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**Social Distancing**
KEEP SAFE DISTANCE WITH OTHER PEOPLE

1. Inform customers and employees about social distancing.
2. Avoid direct physical contact.
3. Postpone large-scale events or stream them.
4. Replace in-person conversations with virtual ones.
5. Allow remote work.
7. Create additional physical space in brick-and-mortar locations.
8. Lean on online services when possible.
9. Reduce cash handling.
10. Stagger customer flow.
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PROACTIVE PREVENTIVE ACTIONS

We wanted to properly communicate with you regarding the recent developments of the COVID-19 virus (Coronavirus) and provide strategies to implement for Eden’s clients. Many of our clients have and will continue to request support from Eden and our service partners to ensure that their workplaces are safe, healthy and clean environments for their employees. COVID-19 is rapidly developing in numerous global markets and in the US. BGM will continue monitoring information released by the Center for Disease Control (CDC), the World Health Organization (WHO), and further information released by federal, state and local governments.

Below are the recommended strategies and resources for your team to utilize:

High Touch Areas
All workplaces have several “high touch” surfaces that can more readily spread viruses if not properly cleaned and sanitized. These high touch areas should be cleaned on a daily every 2- 4 hours and on a nightly basis:

• Door handles and knobs
• Light switches
• Handrails
• Elevator buttons
• Sinks and faucets
• Restroom stalls and dispensers
• Vending machines
• Food preparation surfaces
• Breakroom: tables and chairs
• Microwave, refrigerator and kitchen appliance handles
• Coffee machines
• Cabinet and file drawer handles
• Handrails
• Countertops
• Front desk and lobby surfaces
• Conference Room surfaces

BGM also recommends some simple strategies to reduce community transmission of COVID-19 such as handwashing and having employees stay home when they are sick. The following steps are recommended to ensure the best practices of good hygiene in the workplace:

• Regularly wash your hands with soap and water for at least 20 seconds
• Use an alcohol-based hand sanitizer when soap and water is not available
• People who are sick should always cover their coughs and sneezes using a tissue or the crook of their elbow; wash your hands after using a tissue to wipe your nose or mouth and then wash your hands.
• People who are sick are recommended to stay home from work until they are well
• Avoid touching your eyes, nose or mouth with your unwashed hands
• Use of recommended healthcare approved masks are also additional precautions that can be taken.
Depending on the severity of the case we would proceed with one of the following cleaning systems:

- Electrostatic
- Manual
# Electrostatic Sprayers Systems

**How does it work?**

## Benefits of Electrostatic

**Disinfection & Pest Control Made Easy**

1. **Touchless Application**
   - With the application of the water-based solution through the electrostatic sprayer, there is no need to touch or wipe the surfaces. Disinfecting or solution application can be achieved in a simple and effective process.

2. **Reduce Cross Contamination**
   - Cross contamination can be considerably reduced due to the touchless effect of the system. Surfaces will not be touched by dirty or human hands. Disinfecting for venues can be the bottled from use of these sprayers.

3. **Liquid Adhesion**
   - Electrostatic positive charge inserted into the liquid (solutions) or solid (powders) enables the droplets to adhere to the surfaces on all surfaces. As the droplets hit the surface, they spread out to form a thin film of liquid. This makes the positive charge will work from each other.

4. **Dwell Times**
   - Our systems enable the water-based solutions to remain on the treated surface. The liquid remains on the treated surface. Any electrostatic charge that is applied allows the liquid to stay on the treated surface. For this reason, electrostatics can be considered effective for approximately 2-3 seconds. However, this property of spraying is useful for advertising.

5. **Electrostatic Wrapping**
   - In simple terms, when you apply a solution that is charged (charged electrostatics), the charge in the solution will remain on the treated surface. The electrostatic positive charge inserted into the liquid (solutions) or solid (powders) enables the droplets to adhere to the surfaces on all surfaces. As the droplets hit the surface, they spread out to form a thin film of liquid. This makes the positive charge will work from each other.

###杀死的声称

<table>
<thead>
<tr>
<th>器材</th>
<th>杀死的细菌/病毒</th>
</tr>
</thead>
<tbody>
<tr>
<td>PURONE</td>
<td>100%</td>
</tr>
<tr>
<td>PURTABS</td>
<td>100%</td>
</tr>
</tbody>
</table>

### 喷雾的用量

<table>
<thead>
<tr>
<th>产品</th>
<th>用量</th>
</tr>
</thead>
<tbody>
<tr>
<td>PURONE</td>
<td>15.0g/5L semifield</td>
</tr>
<tr>
<td>PURTABS</td>
<td>15.3g/5L semifield</td>
</tr>
</tbody>
</table>

### 使用和消毒

1. **清洁表面**
   - 清洁表面，包括所有接触区域的表面，使用PURONE和PURTAB并作为消毒剂进行消毒。

2. **消毒和清洁**
   - 使用PURONE或PURTABS并作为消毒剂进行消毒。

**Note:** Ensure all environmental cleaning and disinfection procedures are followed consistently and correctly. Through cleaning of environmental surfaces with PURONE and applying PURTAB as a disinfectant is an effective and efficient procedure.
MANUAL DISINFECTION PROCEDURE

Title: BGM - Disinfecting Practices

1. Purpose: To ensure proper disinfecting practices for Coronavirus for Commercial Facilities.
2. Responsibilities: BGM shall implement and maintain this procedure, providing employee training, maintaining records and following SOP adequacy and not letting any ill go uninfected or not treated.
3. References: BGM Policies and Procedures
4. Definitions: S.I. = Special Instructions
5. Preparation:
   - Identify possible infested areas.
   - Ask the building manager for approval to disinfect all necessary areas. This may include work areas, common areas, kitchens, etc.
   - Inform Property Manager of timing of task.
   - Select approved disinfecting chemicals. Must be EPA approved.
   - Gather all necessary equipment, which must include Personal Protective Equipment
6. Procedure:
   1.1 Wear proper PPE (Personal Protective Equipment) this includes gloves, facemask, filter respirator and eye protection at a minimum.
   1.2 Place appropriate signage in areas, including "Closed for Cleaning" sign if disinfecting restroom areas
   1.3 Have customer remove any sensitive items that may be on desks, shelves, counters and other areas. These items may include personal property, decorations, work material, etc.
   1.4 Dust, sweep and wipe clean with microfiber cloth all areas to be disinfected.
   1.5 Once cleaned, apply prescribed amount of disinfectant spray to the area. Let dwell for at least 10 minutes without allowing to dry (If approved, disinfect sensitive items as well.
   1.6 After 10 minutes, wipe or mop clean with microfiber cloth or mop.
   1.7 Replace sensitive items if customer requires it.
   1.8 Put away cleaning tools and chemicals.
   1.9 Remove signage.
   1.10 Collect any item disposed on a sealed bag, remove PPE and dispose of the gloves in proper receptacle.

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