



PICKWICKGROUP
INTEGRATED FACILITIES SERVICES

A person wearing a white protective suit and pink gloves is cleaning a wall with a green cloth. The background is a solid orange color.

Preventative cleaning

**Post COVID-19
return to work**



All common areas
Disinfect handrails and door handles
Disinfect door plates (stainless steel)
Desks and surfaces (where staff are not utilising)
Backs of chairs and tables
Water cooler touchpoints
Elevator touchpoints internal/external
Bathrooms, amenities and showers
Disinfect seating
Disinfect fixtures including mirrors, racks, shelving
Disinfect front of lockers
Disinfect doors and handles
Disinfect taps and touchpoints
Disinfect tops of toilet cisterns
Shower taps
Lunchroom
Disinfect surfaces and dining tables
Disinfect front of microwave and toasters/sandwich press
Disinfect fridge handles
Disinfect glass and mirrors
Disinfect door handles and touchpoint areas on doors
Office Areas – if approved by staff onsite
Disinfect by wiping down furniture, equipment, table tops, desk/counters/light switches /display units all touchpoint areas
Disinfect touchpoint areas on walls
Disinfect door handles and touchpoint areas on doors
Disinfect electronic touch screens in office areas, keyboards and mouse's and phones
Disinfect and wipe any remote controls
Disinfect backs and sides of chairs
Disinfect printers and photo copiers
Fire stairs
Disinfect touchpoint areas of handrails and door handles etc
Glass and external touchpoints
All internal and external touchpoints areas disinfected on partition glass



Equipment for use



Benzalkonium Chloride



Personal Protective Equipment (PPE)



Skin protection

Gloves

Use latex gloves or similar
to prevent skin contact.



Cleaning method

TYPICAL SURFACES LIKELY TO CAUSE CROSS-CONTAMINATION

Door Handle

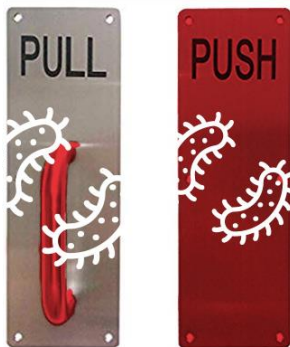


Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean door handle to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Push-Door Handle



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean push-door handle to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Handrail



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean handrail to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes





Office Desk



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean the desk to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Boardroom Table



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean the table to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Chair (Arms)



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean the chair particularly arms to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes





Cleaning method

TYPICAL SURFACES LIKELY TO CAUSE CROSS-CONTAMINATION

Reception Desk



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean reception desk to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Desk Phone



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean desk phone to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Kitchen Bench



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean kitchen bench to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes





Cleaning method

TYPICAL SURFACES LIKELY TO CAUSE CROSS-CONTAMINATION

Cupboard Handles



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean cupboard handles to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Kettle Handle



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean kettle handle to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Fridge Handle



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean fridge handle to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes





Cleaning method

TYPICAL SURFACES LIKELY TO CAUSE CROSS-CONTAMINATION

Microwave Oven Handle



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean microwave oven handle to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Taps



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean taps to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes



Toilet Flush



Surface Disinfection Process:

1. Wear PPE: gloves, mask, safety glasses
2. Clean flush to remove dust and dirt
3. Apply hospital grade disinfectant with proven ability to kill a broad range of micro-organism to a wiping cloth
4. Wipe entire surface especially area marked in red
5. Leave surface damp
6. Allow to dry for 10minutes

