



# Recommended cleaning: Supplementary information

## Summary

This document provides guidance on routine cleaning, and cleaning and disinfection following a case or suspected case of COVID-19 in a non-healthcare workplace.

It covers:

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## 1.1 Cleaning during the COVID-19 pandemic

COVID-19 spreads through respiratory droplets produced when an infected person coughs or sneezes. A person can acquire the virus by touching a surface or object that has the virus on it and then touching their own mouth, nose or eyes.

A key way you can protect workers and others from the risk of exposure to COVID-19 is by implementing appropriate cleaning and disinfecting measures for your workplace.

A combination of cleaning and disinfection will be most effective in removing the COVID-19 virus.

It is highly recommended that workplaces are be cleaned at least daily. More frequent cleaning may be required in some circumstances. For example, if your workplace operates in shifts, workplaces should be cleaned between shifts. If equipment is shared between workers, it should be cleaned between uses, where practicable.

Cleaning with detergent and water is usually sufficient for routine cleaning.

Once clean, surfaces can be disinfected. When and how often your workplace, or certain surfaces, should be disinfected will depend on the likelihood of contaminated material being present. This would include any time there has been a case or suspected case of COVID-19 at the workplace, or at workplaces with a high volume of workers, customers or visitors that are likely to touch surfaces. You should prioritise cleaning and disinfecting surfaces that many people touch.

Alternatively, you may be able to do a 2-in-1 clean and disinfection by using a combined detergent and disinfectant.

## 1.2 Definitions

The following terms are used throughout this document, to improve readability.

**Damp dust** means to wet a cloth with cleaning agent and wring out, such that the cloth remains damp, but does not drip water.

**Detergent** means a surfactant that is designed to break up oil and grease with the use of water.

**Disinfectant** means a product labelled as household disinfectant, and containing alcohol ( $\geq 70\%$ ), chlorine bleach, oxygen bleach, or wipes or sprays that contain quaternary ammonium compounds.

**Frequently touched surface** means a surface that is touched often, by the same or different people. For example, a door handle or push plate.

**HEPA** means high efficiency air particulate filter.

**Infrequently touched surface** means a surface that is touched less than a frequently touched surface. For example, the surface of a cupboard door.

## 1.3 Cleaning and disinfecting solutions

Cleaning and disinfecting are two different processes:

*Cleaning* means to physically remove germs (bacteria and viruses), dirt and grime from surfaces using a detergent and water solution. A detergent is a surfactant that is designed to break up oil and grease with the use of water. Anything labelled as a detergent will work.

*Disinfecting* means using chemicals to kill germs (bacteria and viruses) on surfaces. It's important to clean before disinfecting because dirt and grime can reduce the ability of disinfectants to kill germs. The following disinfectants are suitable for use on hard surfaces (that is, surfaces where any spilt liquid pools, and does not soak in): alcohol in a concentration of at least 70%, chlorine bleach in a concentration of 1000 parts per million, oxygen bleach, or wipes and sprays that contain quaternary ammonium compounds. These chemicals will be labelled as 'disinfectant' on the packaging and must be diluted or used following the instructions on the packaging to be effective.

The Therapeutic Goods Administration (TGA) has published a list of disinfectant products that are permitted to claim they are effective against COVID-19.

As long as you use a disinfectant containing one of the chemicals listed above in accordance with the manufacturer's directions, they will be effective.; t They do not need to be on the TGA list.

For routine workplace cleaning in a non-healthcare workplace, physical cleaning with water and detergent is usually sufficient. Water and physical effort alone will not kill the COVID-19 virus.

A combination of cleaning and disinfection will be most effective in removing the COVID-19 virus in workplaces when cleaning, and should be used where there is a high volume of workers, customers or visitors that are likely to touch surfaces.

Cleaning and disinfection should also be undertaken after a person with a confirmed or suspected case of COVID-19 has recently been at the workplace

Note: Disinfectants require sufficient contact time to be effective at killing viruses. If no time is specified, the disinfectant should be left for ten minutes before removing.

#### 1.4 Checklist of standard precautions for cleaning

- ☐ Where cleaning on or around electrical equipment/fittings, isolate electrical equipment and turn off power source if possible before cleaning with liquids.
- ☐ Read the label for the detergent or disinfectant and follow the manufacturer's recommendations.
- ☐ Obtain a copy of the Safety Data Sheet (SDS) for the detergent or disinfectant and become familiar with the contents.
- ☐ Wear the appropriate personal protective equipment (PPE) that is identified on the label and the SDS.

#### 1.5 Recommended cleaning by surface

The following table outlines the recommended minimum frequencies for routine cleaning of various surfaces in the workplace, as well as recommended cleaning and disinfecting following a suspected or confirmed case of COVID-19.

It is applicable to all workplaces, noting some surfaces may not be relevant to all workplaces.

It is highly recommended that workplaces are be cleaned at least daily. More frequent cleaning may be required in some circumstances. For example, if equipment is shared between workers, it should be cleaned between uses, where practicable.

More frequent disinfection may be required at workplaces with a high volume of workers, customers or visitors that are likely to touch surfaces.



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|   | Following suspected or confirmed case           |   | Routine cleaning   |   |                               |   |
|---|---|---|--|---|-------------------------------|---|
|   | Any Surface                                     | Method  | Frequently touched surfaces                              | Method  | Infrequently touched surfaces | Method  |
| <b>Soft plastics</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily or every shift change | Detergent + Disinfectant                          | Clean weekly                  | Damp dust + Detergent                             |
| <b>Hard plastics</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily or every shift change | Detergent + Disinfectant                          | Clean weekly                  | Detergent   |
| <b>Metal surfaces (stainless steel, uncoated steel, zinc coated steel, aluminium)</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant*<br>*uncoated steel is more susceptible to rust when disinfected. Disinfect only when necessary, and treat for rust as appropriate | Clean and disinfect at least daily or every shift change | Detergent + Disinfectant                          | Clean weekly                  | Detergent   |
| <b>Painted metal surfaces</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily or every shift change | Detergent + Disinfectant                          | Clean weekly                  | Detergent   |
| <b>Deliberately Greased or Oiled metal surfaces</b>                                   | Clean as soon as you become aware               | Clean according to manufacturer's recommendations   | Clean at least daily or every shift change               | Clean according to manufacturer's recommendations | Clean weekly                  | Clean according to manufacturer's recommendations |
| <b>Wood</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily or every shift change | Detergent + Disinfectant                          | Clean weekly                  | Damp dust + Detergent                             |
| <b>Laminate</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily or every shift change | Detergent + Disinfectant                          | Clean weekly                  | Detergent   |





|                            | Following suspected or confirmed case           |  | Routine cleaning   |  |                               |   |
|----------------------------|---|--|--|--|-------------------------------|---|
|                            | Any Surface                                     | Method   | Frequently touched surfaces                              | Method   | Infrequently touched surfaces | Method  |
| <b>Glass</b>               | Clean and disinfect as soon as you become aware | Detergent + Disinfectant   | Clean and disinfect at least daily or every shift change | Detergent + Disinfectant   | Clean weekly                  | Detergent   |
| <b>Concrete (polished)</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant   | Clean and disinfect at least daily or every shift change | Detergent + Disinfectant   | Clean weekly                  | Detergent   |
| <b>Concrete (rough)</b>    | Clean and disinfect as soon as you become aware | Detergent + Disinfectant   | Clean and disinfect at least daily or every shift change | Detergent + Disinfectant   | Clean weekly                  | Vacuum (HEPA) or Detergent  |
| <b>Leather</b>             | Clean and disinfect as soon as you become aware | Clean and disinfect according to manufacturer's recommendations  | Clean and disinfect at least daily or every shift change | Clean and disinfect according to manufacturer's recommendations  | Clean weekly                  | Clean according to manufacturer's recommendations   |
| <b>Fabric</b>              | Clean as soon as you become aware               | Detergent + Steam clean<br>If launderable, wash on warmest possible setting according to manufacturer's recommendations with laundry detergent | Clean at least daily or every shift change               | Detergent + Steam clean<br>If launderable, wash on warmest possible setting according to manufacturer's recommendations with laundry detergent | Clean weekly                  | Vacuum (HEPA)<br><br>Damp dust + Detergent<br>If launderable, wash on warmest possible setting according to manufacturer's recommendations with laundry detergent |



|              | Following suspected or confirmed case  |  | Routine cleaning            |  |                               |  |
|--------------|--|--|-----------------------------|--|-------------------------------|--|
|              | Any Surface  | Method   | Frequently touched surfaces | Method   | Infrequently touched surfaces | Method   |
| <b>Paper</b> | Not suitable for cleaning.<br><br>Leave undisturbed for a minimum of 72 hours. | Dispose of in the bin (double-bagged), or leave undisturbed for a minimum of 72 hours, longer if possible. | Not suitable for cleaning   | Dispose of in the bin (double-bagged), or leave undisturbed for a minimum of 72 hours, longer if possible.<br><br>If use is unavoidable, and individual use is not feasible, use a plastic protective sheet over the page.<br><br>Clean and disinfect plastic protective sheet at least daily. | Not suitable for cleaning     | Use alternate, cleanable options, such as electronic tablets<br><br>If use is unavoidable, and individual use is not feasible, use a plastic protective sheet over the page. |

## 1.6 Recommended cleaning by item

The following table outlines the recommended minimum frequencies for routine cleaning of various items in the workplace, as well as recommended cleaning and disinfecting following a suspected or confirmed case of COVID-19.

It is applicable to all workplaces, noting some items may not be relevant to all workplaces.

It is highly recommended that workplaces are be cleaned at least daily. More frequent cleaning may be required in some circumstances. For example, if equipment is shared between workers, it should be cleaned between uses, where practicable.

It is recommended that workplaces are disinfected regularly. More frequent disinfecting may also be required at workplaces with a high volume of customers or visitors that are likely to touch surfaces.



## 1.6.1 General

|  | Following suspected or confirmed case           |                          | Routine cleaning  |  |                            |  |
|--|---|--------------------------|---|--|----------------------------|--|
|  | Any item  | Method                   | Frequently touched items  | Method                                 | Infrequently touched items | Method                                 |
| <b>Alcohol-based hand sanitiser dispenser</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect at least daily                                | Detergent + Disinfectant               | Clean weekly               | Detergent                              |
| <b>Bath</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect daily, or after each use if shared facilities | Detergent + Disinfectant               | Clean at least daily       | Detergent                              |
| <b>Call bell / door bell</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect at least daily                                | Detergent + Disinfectant               | Clean weekly               | Detergent                              |
| <b>Chairs - non-upholstered</b><br>e.g. plastic chairs, wooden chairs, other non-padded chairs | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect at least daily                                | Detergent + Disinfectant               | Clean weekly               | Detergent                              |
| <b>Chairs - upholstered</b><br>e.g. fabric padded chairs, sofas, office chairs                 | Clean as soon as you become aware               | Detergent + Steam clean  | Clean at least daily  | Vacuum (HEPA)<br>Damp dust + Detergent | Clean weekly               | Vacuum (HEPA)<br>Damp dust + Detergent |
| <b>Cleaning Equipment</b>  | Clean and disinfect after use                   | Detergent + Disinfectant | Clean and disinfect after use                                     | Detergent + Disinfectant               | Clean after use            | Detergent                              |
| <b>Clipboard / Folders</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect after use                                     | Detergent + Disinfectant               | Clean weekly               | Detergent                              |



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|   | Following suspected or confirmed case           |   | Routine cleaning  |   |                                     |  |
|---|---|---|---|---|-------------------------------------|--|
|   | Any item  | Method  | Frequently touched items  | Method  | Infrequently touched items          | Method   |
| <b>Computer, Keyboard, Mouse Headsets</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant on wipeable cover, or isopropyl alcohol-based wipes/sprays | Clean and disinfect at least daily or when visibly soiled, and between users if equipment is shared | Detergent + Disinfectant on wipeable cover, or isopropyl alcohol-based wipes/sprays | Clean weekly or when visibly soiled | Consider adding a wipeable cover to the device/screen.<br><br>Refer to manufacturer's recommendations<br><br>Detergent |
| <b>Door frames</b>                        | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily  | Detergent + Disinfectant  | Clean weekly                        | Detergent  |
| <b>Door knob / handles</b>                | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily  | Detergent + Disinfectant  | Clean daily                         | Detergent  |
| <b>Drinking Fountains</b>                 | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily  | Detergent + Disinfectant  | Clean daily                         | Detergent  |
| <b>Elevator buttons</b>                   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily  | Detergent + Disinfectant  | Clean weekly                        | Detergent  |
| <b>Floor (non-slip vinyl)</b>             | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily  | Detergent + Disinfectant  | Damp mop daily                      | Detergent  |
| <b>Floor (polished concrete)</b>          | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily or every shift change  | Detergent + Disinfectant  | Clean weekly                        | Detergent  |







|   | Following suspected or confirmed case           |                                    | Routine cleaning  |                                    |   |  |
|---|---|------------------------------------|---|------------------------------------|---|--|
|   | Any item  | Method                             | Frequently touched items  | Method                             | Infrequently touched items  | Method   |
| <b>Fridges</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant           | Weekly, & defrost to clean as required<br><br>Clean and disinfect frequently touched surfaces on fridge (i.e. handles) at least daily | Detergent + Disinfectant           | Monthly & defrost as required<br><br>Daily spot check— clean when necessary | Refer to manufacturer's recommendations<br><br>Detergent   |
| <b>Hand rails, stair rails</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant           | Clean and disinfect at least daily  | Detergent + Disinfectant           | Clean weekly  | Detergent  |
| <b>Keys and locks and padlocks</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant           | Clean and disinfect at least daily  | Detergent + Disinfectant           | Clean weekly  | Detergent  |
| <b>Kitchen appliances (toasters, kettles, sandwich presses, jaffle makers, ovens)</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant           | Clean and disinfect at least daily  | Detergent + Disinfectant           | Clean weekly  | Refer to manufacturer's recommendations<br><br>Isopropyl alcohol-based wipes/sprays<br><br>Detergent |
| <b>Light and Power point Switches</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant Damp dust | Clean and disinfect at least daily  | Detergent + Disinfectant Damp dust | Clean weekly  | Damp dust + Detergent  |





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|  | Following suspected or confirmed case           |  | Routine cleaning  |  |                            |  |
|--|---|--|---|--|----------------------------|--|
|  | Any item  | Method   | Frequently touched items  | Method   | Infrequently touched items | Method   |
| <b>Microwave</b>                                       | Clean and disinfect as soon as you become aware | Detergent.<br>Disinfectant on outside surfaces only.             | Clean and disinfect frequently touched points on microwave at least daily | Detergent.<br>Disinfectant on outside surfaces only.             | Clean daily                | Refer to manufacturer's recommendations<br>Detergent |
| <b>Push/pull doors (with and without a push plate)</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant   | Clean and disinfect at least daily  | Detergent + Disinfectant   | Clean weekly               | Detergent + Disinfectant                             |
| <b>Remote controls</b>                                 | Clean and disinfect as soon as you become aware | Detergent + Disinfectant   | Clean and disinfect at least daily  | Detergent + Disinfectant   | Clean weekly               | Detergent  |
| <b>Shelves (and items on shelves)</b>                  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant   | Clean and disinfect at least daily  | Detergent + Disinfectant   | Clean weekly               | Detergent  |
| <b>Shower</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant   | Clean and disinfect at least daily or after each use if shared facilities | Detergent + Disinfectant   | Clean weekly               | Detergent + Disinfectant                             |
| <b>Sink (hand washing &amp; kitchen)</b>               | Clean and disinfect as soon as you become aware | Detergent<br>Disinfectant on areas around sink only, not in sink | Clean and disinfect at least daily  | Detergent<br>Disinfectant on areas around sink only, not in sink | Clean daily                | Detergent  |
| <b>Tables / desks</b>                                  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant   | Clean and disinfect at least daily  | Detergent + Disinfectant   | Clean weekly               | Detergent  |





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|   | Following suspected or confirmed case           |                                    | Routine cleaning  |                                    |                            |  |
|---|---|------------------------------------|---|------------------------------------|----------------------------|--|
|   | Any item  | Method                             | Frequently touched items  | Method                             | Infrequently touched items | Method   |
| <b>Telephone</b>                                    | Clean and disinfect as soon as you become aware | Detergent + Disinfectant Damp dust | Clean and disinfect at least daily & more regularly if shared by multiple users | Detergent + Disinfectant Damp dust | Clean weekly               | Detergent  |
| <b>Toilet</b>                                       | Clean and disinfect as soon as you become aware | Detergent + Disinfectant           | Clean and disinfect at least daily  | Detergent + Disinfectant           | Clean weekly               | Detergent + disinfectant   |
| <b>Toilet doors and locks</b>                       | Clean and disinfect as soon as you become aware | Detergent + Disinfectant           | Clean and disinfect at least daily  | Detergent + Disinfectant           | Clean weekly               | Detergent + Disinfectant   |
| <b>TV</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant Damp dust | Clean and disinfect at least daily  | Detergent + Disinfectant Damp dust | Clean weekly               | Refer to manufacturer's recommendations<br>Damp dust + Detergent   |
| <b>Vending Machines</b>                             | Clean and disinfect as soon as you become aware | Detergent + Disinfectant Damp dust | Clean and disinfect frequently touched points on machine at least daily         | Detergent + Disinfectant Damp dust | Clean weekly               | Refer to manufacturer's recommendations<br>Damp dust + detergent or Isopropyl alcohol-based wipes/sprays |
| <b>Window frames (sliding servery window types)</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant           | Clean and disinfect at least daily  | Detergent + Disinfectant           | Clean weekly               | Detergent  |



### 1.6.2 Specialised electronic equipment

|  | Following suspected or confirmed case           |   | Routine cleaning  |   |                            |  |
|--|---|---|---|---|----------------------------|--|
|  | Any item  | Method  | Frequently touched items                                      | Method  | Infrequently touched items | Method   |
| <b>Electrical equipment</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily or between users if shared | Detergent + Disinfectant  | Clean weekly               | Refer to the manufacturer's recommendations  |
| <b>Electronic equipment (sensitive to electrostatic charge)</b><br>E.g. iPads, tablets, laptops exterior of computer case and monitors | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily or between users if shared | Detergent + Disinfectant  | Clean weekly               | Consider adding a wipeable cover to the device/screen.<br>Refer to manufacturer's recommendations<br>If no manufacturer's recommendations, use isopropyl alcohol-based preparations with non-electrostatic wipes suitable for electronic equipment |
| <b>Touch screens e.g. information screens in buildings</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant on wipeable covers<br>Isopropyl alcohol-based wipes/sprays | Clean and disinfect at least daily                            | Detergent + Disinfectant on wipeable covers<br>Isopropyl alcohol-based wipes/sprays | Clean weekly               | Consider adding a wipeable cover to the device/screen.<br>Refer to the manufacturer's recommendations<br>Isopropyl alcohol-based wipes/sprays  |

## 1.6.3 Retail

|   | Following suspected or confirmed case           |  | Routine cleaning                                    |  |                            |  |
|---|---|--|---|--|----------------------------|--|
|   | Any item  | Method   | Frequently touched items                            | Method   | Infrequently touched items | Method   |
| <b>Cash registers</b>                   | Clean and disinfect as soon as you become aware | Detergent + Isopropyl alcohol-based wipes/sprays | Clean and disinfect after each shift                | Detergent + Isopropyl alcohol-based wipes/sprays | Clean weekly               | Detergent + Isopropyl alcohol-based wipes/sprays |
| <b>EFTPOS machines</b>                  | Clean and disinfect as soon as you become aware | Isopropyl alcohol-based wipes/sprays             | Clean and disinfect after each use (if practicable) | Isopropyl alcohol-based wipes/sprays             | Clean weekly               | Isopropyl alcohol-based wipes/sprays             |
| <b>Hand-held cash register scanners</b> | Clean and disinfect as soon as you become aware | Isopropyl alcohol-based wipes/sprays             | Clean and disinfect after each use (if practicable) | Isopropyl alcohol-based wipes/sprays             | Clean weekly               | Isopropyl alcohol-based wipes/sprays             |
| <b>Trolleys &amp; Hand-held baskets</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant                         | Clean and disinfect after each use                  | Detergent + Disinfectant                         | Clean after each use       | Detergent<br>Isopropyl alcohol-based wipes       |

## 1.6.4 Building and construction

|                                   | Following suspected or confirmed case           |   | Routine cleaning                            |   |                            |   |
|-----------------------------------|---|---|---|---|----------------------------|---|
|                                   | Any item  | Method  | Frequently touched items                    | Method  | Infrequently touched items | Method  |
| <b>Bollards</b>                   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily          | Detergent + Disinfectant  | Clean weekly               | Detergent   |
| <b>Hoses</b>                      | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily          | Detergent + Disinfectant  | Clean weekly               | Detergent   |
| <b>Ladders</b>                    | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect between shifts or users | Detergent + Disinfectant  | Clean weekly               | Detergent   |
| <b>Power tools and hand tools</b> | Clean and disinfect as soon as you become aware | Refer to the manufacturer's recommendations<br>Isopropyl alcohol-based wipes/sprays | Clean and disinfect between shifts or users | Refer to the manufacturer's recommendations<br>Isopropyl alcohol-based wipes/sprays | Clean weekly               | Refer to the manufacturer's recommendations<br>Isopropyl alcohol-based wipes/sprays |
| <b>Scaffolding / formwork</b>     | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily          | Detergent + Disinfectant  | Clean weekly               | Detergent   |



### 1.6.5 Warehousing and logistics

|  | Following suspected or confirmed case           |   | Routine cleaning  |   |                            |   |
|--|---|---|---|---|----------------------------|---|
|  | Any item  | Method  | Frequently touched items                                      | Method  | Infrequently touched items | Method  |
| <b>Control panels and other plant controls</b> | Clean and disinfect as soon as you become aware | Refer to manufacturer's recommendations<br><br>Isopropyl alcohol-based wipes/sprays | Clean and disinfect between shifts or users                   | Refer to manufacturer's recommendations<br><br>Isopropyl alcohol-based wipes/sprays | Clean weekly               | Refer to manufacturer's recommendations<br><br>Isopropyl alcohol-based wipes/sprays |
| <b>Conveyor Belts</b>                          | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily                            | Detergent + Disinfectant  | Clean weekly               | Detergent   |
| <b>Drainage grates</b>                         | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily                            | Detergent + Disinfectant  | Clean weekly               | Detergent   |
| <b>Hi Vis Vests worn over clothing</b>         | Clean and disinfect as soon as you become aware | Refer to manufacturer's recommendations<br><br>Detergent + Disinfectant             | Clean and disinfect at least daily or between users if shared | Refer to manufacturer's recommendations<br><br>Detergent + Disinfectant             | Clean daily                | Refer to manufacturer's recommendations<br><br>Detergent                            |
| <b>Machinery surfaces</b>                      | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily                            | Detergent + Disinfectant  | Clean weekly               | Detergent   |
| <b>Manual stopcock valves</b>                  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily                            | Detergent + Disinfectant  | Clean weekly               | Detergent   |
| <b>Roller door handles</b>                     | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily                            | Detergent + Disinfectant  | Clean weekly               | Detergent   |



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|  | Following suspected or confirmed case           |                          | Routine cleaning  |                          |                            |           |
|--|---|--------------------------|---|--------------------------|----------------------------|-----------|
|  | Any item  | Method                   | Frequently touched items                                      | Method                   | Infrequently touched items | Method    |
| <b>Other PPE if shared between workers (hard hats, safety eyewear)</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect at least daily or between users if shared | Detergent + Disinfectant | Clean weekly               | Detergent |
| <b>Safety guards around equipment</b>                                  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect at least daily                            | Detergent + Disinfectant | Clean weekly               | Detergent |
| <b>Viewing windows</b>   | Clean as soon as you become aware               | Detergent + Disinfectant | Clean and disinfect at least daily                            | Detergent + Disinfectant | Clean weekly               | Detergent |



## 1.6.6 Transport

|                                    | Following suspected or confirmed case           |                                       | Routine cleaning  |                                       |                            |                                      |
|------------------------------------|---|---------------------------------------|---|---------------------------------------|----------------------------|--------------------------------------|
|                                    | Any item  | Method                                | Frequently touched items                                      | Method                                | Infrequently touched items | Method                               |
| <b>Door Handles</b>                | Clean and disinfect as soon as you become aware | Detergent + Disinfectant              | Clean and disinfect at least daily                            | Detergent + Disinfectant              | Clean weekly               | Detergent                            |
| <b>Gear knobs</b>                  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant              | Clean and disinfect at least daily or between users if shared | Detergent + Disinfectant              | Clean weekly               | Detergent                            |
| <b>Seat Belts</b>                  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant              | Clean and disinfect at least daily or between users if shared | Detergent + Disinfectant              | Clean weekly               | Detergent                            |
| <b>Steering wheels</b>             | Clean and disinfect as soon as you become aware | Detergent + Disinfectant              | Clean and disinfect at least between shifts or between users  | Detergent + Disinfectant              | Clean weekly               | Detergent                            |
| <b>Switches and other controls</b> | Clean and disinfect as soon as you become aware | Isopropyl alcohol-based wipes /sprays | Clean and disinfect at least daily                            | Isopropyl alcohol-based wipes /sprays | Clean weekly               | Isopropyl alcohol-based wipes/sprays |

## 1.6.7 Gyms and sporting facilities

Businesses may require members to assist with cleaning equipment before and after use but may need to take steps to ensure that equipment is appropriately cleaned.

Gym gloves do not negate the need to clean and disinfect equipment between users.

Textured surfaces require special attention due to the difficulty in cleaning and disinfecting the surface. It is recommended that textured surfaces are cleaned by staff (i.e. workers directly employed by the business, or contractors, such as cleaning contractors, and not members).

|   | Following suspected or confirmed case           |                          | Routine cleaning   |                          |  |                          |
|---|---|--------------------------|--|--------------------------|--|--------------------------|
|   | Any item  | Method                   | Frequently touched items   | Method                   | Infrequently touched items   | Method                   |
| <b>Frequently touched equipment (e.g handles, pins, clips, bars, removable weights, hand weights, exercise bands, skipping ropes, weighted ropes, exercise balls, portable steps)</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect where touched at least daily and between users if shared<br><br>Supervise and encourage members to clean equipment after use | Detergent + Disinfectant | Clean and disinfect entire item at least weekly                        | Detergent + Disinfectant |
| <b>Infrequently touched equipment (e.g frames, cables, pulleys)</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Items within reach<br><br>Clean and disinfect at least daily   | Detergent + Disinfectant | Items out of reach<br><br>Clean and disinfect at least every other day | Detergent + Disinfectant |
| <b>Foam floors and mats</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect at least daily and between users if shared   | Detergent + Disinfectant | Clean and disinfect at least daily and between users if shared         | Detergent + Disinfectant |



# Coronavirus COVID-19

Updated: 27 August 2020

|   | Following suspected or confirmed case           |   | Routine cleaning   |   |  |   |
|---|---|---|--|---|--|---|
|   | Any item  | Method  | Frequently touched items   | Method  | Infrequently touched items   | Method  |
| <b>Touchscreens and RFID scanners</b>   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant on wipeable covers<br><br>Isopropyl alcohol-based wipes/sprays | Clean and disinfect at least daily and between users if shared   | Detergent + Disinfectant on wipeable covers<br><br>Isopropyl alcohol-based wipes/sprays | Clean at least weekly  | Consider adding a wipeable cover to the device/screen.<br><br>Refer to the manufacturer's recommendations<br><br>Isopropyl alcohol-based wipes/sprays |
| <b>Exercise benches and stationary equipment (e.g. treadmills, row machines, weight machines)</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily and between users if shared<br><br>Supervise and encourage members to clean equipment after use | Detergent + Disinfectant  | Clean and disinfect at least daily and between users if shared<br><br>Supervise and encourage members to clean equipment after use | Detergent + Disinfectant  |
| <b>Studio classes (e.g. yoga, aerobics) including equipment</b>                                   | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect between users if shared<br><br>Supervise and encourage members to clean equipment after use                    | Detergent + Disinfectant  | Clean and disinfect at least daily   | Detergent + Disinfectant  |
| <b>Change facilities and showers</b>  | Clean and disinfect as soon as you become aware | Detergent + Disinfectant  | Clean and disinfect at least daily, and between users if shared  | Detergent + Disinfectant  | Clean and disinfect at least daily   | Detergent + Disinfectant  |





|                                  | Following suspected or confirmed case           |                          | Routine cleaning  |   |                                    |           |
|----------------------------------|---|--------------------------|---|---|------------------------------------|-----------|
|                                  | Any item  | Method                   | Frequently touched items  | Method  | Infrequently touched items         | Method    |
|                                  |   |                          | Encourage members to avoid using communal facilities where possible   |   |                                    |           |
| <b>Lockers and shelves</b>       | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect at least daily and between users if shared  | Detergent + Disinfectant<br><br>or Isopropyl alcohol-based wipes/sprays | Clean all surfaces at least weekly | Detergent |
| <b>Water dispensing stations</b> | Clean and disinfect as soon as you become aware | Detergent + Disinfectant | Clean and disinfect touched surfaces at least daily.<br><br>Encourage members to bring full water bottles from home and to only use water dispensing stations to refill water bottles without the bottle touching the tap | Detergent + Disinfectant  | Clean all surfaces daily           | Detergent |

