**Coronavirus (COVID-19) Task Force**

**A proactive approach to employee health and well being**

PPE required

* Safety glasses or goggles
* Brimmed hat or hard hat depending on area requirements
* Steel/composite toed boots
* Hearing protection
* Disposable nitrile gloves
* White plastic apron
* Respirator (fit testing required)

Areas to wipe (if applicable)

* Hallways including
  + All exterior and interior door handles leading into the building
  + The employee turnstile, both incoming and outgoing.
  + ATM machine screen
  + PPE machine screen
  + Doorknobs/handles
    - HR
    - Health services
    - Safety supply closet
    - All bathrooms
    - Payroll office
    - Locker rooms
  + Door handle leading into the plant
  + Door handle leading into breakroom
  + Door handles to each office
  + Door handle to stockroom
  + Door handle to Quality room
  + Microwave
  + Fridge
* Production floor
  + PPE machine screen(s)
  + Machine screen(s)
  + Hoist hooks and grips
  + Touch screens
  + Keyboards/mouse
  + Time clocks touch screen
  + Door handle leading into breakroom
* Other areas that you see fit

Training

* Bloodborne pathogens
* Hazard communications
* PPE
* Expectations –
  + Approximately once per hour or more if visibly soiled.
  + For equipment with electronics: spray the cleaning solution on the paper towel then wipe the area
  + Dispose of all cleaning paper towels in closed receptacle.
  + Remove PPE and store in designated area for reuse.
  + Practice strict hand hygiene after removing PPE
  + Make sure to sign the “Cleaning Schedule” sheet in the areas that you cleaned.

Suggested cleaning supplies to use

* Betco pH7Q
  + Mix in a spray bottle from large container in a 2 oz to 1 gallon ratio (stockroom worker can help with this = 10:1 on the bottle)
  + Apply chemical label on the spray bottle
* Box of white paper towels

