**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

