

Second Bayshore Cleaning Protocols

Recreation Hall - Weekly Protocol

- Sweep clean all loose debris from floor, tables countertops etc.
- Clean all surfaces and high touch areas with disinfectant cleaner using standard spray and wipe procedures. This includes the bathroom and kitchen. Use microfiber towels for wiping and replace when towels become soiled.
- Wash all floors with disinfectant cleaner. All equipment should be drained and cleaned when the job is completed.

Recreation Hall – Day of Event

- Make sure room is generally clean (cleaning crew has cleaned area).
- Spray and wipe all flat surfaces including tables, counters, tops of furniture, etc. with disinfecting cleaner using microfiber towels. Replace towels as they become soiled.
- Spray and wipe all flat surfaces including light switches, door handles, keypads, etc.

Office – Weekly Protocol

- Sweep clean all loose debris from floor.
- Clean all surfaces and high touch areas with disinfectant cleaner using standard spray and wipe procedures. This includes phone handsets, keyboards, coffee makers, etc. Use microfiber towels for wiping and replace when towels become soiled.
- Wash all floors with disinfectant cleaner. All equipment should be drained and cleaned when the job is completed.

Office – Daily Protocol

- **As needed, throughout the day, use the cleaner to touch up spots that are in high use. This would include doorknobs, cabinet handles, keypads, etc.**

Laundry Room – Weekly Protocol

- **Sweep clean all loose debris from floor, tables, countertops etc.**
- **Clean all surfaces and high touch areas with disinfectant cleaner using standard spray and wipe procedures with microfiber towels. This should include all door handles, machine handles and controls, etc.**
- **Wash floor with disinfectant cleaner. All equipment should be drained and cleaned when the job is completed.**

Laundry Room – Daily Protocol

- **Clean all surfaces and high touch areas with disinfectant cleaner using standard spray and wipe procedures with microfiber towels. This should include all door handles, machine handles and controls, etc. It would be best if this could be done at least twice a day. Once in the morning and once in the late afternoon.**

In the event of a Coronavirus Incident

Deep clean with a full disinfection service. The entire space should be cleaned and disinfected to ensure ongoing safe entry and use.

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