

Motel Cleaning Protocols for employees - Zanzibar workers April 24 2020

Cleaning with a detergent or soap and warm water then after with a disinfectant is the best means of killing the virus on surfaces. Provided is a list of disinfectants recommended by the Canada Health Services. There is a daily room cleaning routine and a once a shift cleaning routine to be done by the employees to help keep everyone healthy and help contain the spread of the virus if it is brought into our crews.

CLEANING: Removes visible soiling (e.g., dust, soil). Cleaning removes rather than kills viruses and bacteria. It is done with water, detergents, and steady friction from cleaning cloth.

DISINFECTING: Kills viruses and bacteria. A disinfectant is only applied to objects, never on the human body. All visibly soiled surfaces should be cleaned before disinfection

During cleaning/disinfection:

- If the surface is dirty remove visible dust and debris and clean using detergent or soap prior to disinfection.
- Follow disinfection product manufacturer's instructions for disinfection.
- Wear nitrile or neoprene gloves while working with disinfectant products

Open windows and doors whenever possible to make sure the room is well ventilated. Covid-19 virus can remain viable on surfaces for up to 3 day so it is essential to keep the cleaning routines in check and everyone to be on the same page.

Workers should clean rooms before their final departure.

Please try to avoid using the same dishes, towels etc. If having to use the same dishes please wash them beforehand in hot soapy water and wash after use. Washing dishes will require a bleach solution after rinsing (2 tsp of bleach per 1gallon of water).

Prepare a bleach solution for general cleaning by mixing:

- 5 tablespoons (1/3rd cup) bleach per gallon of water or
- 4 teaspoons bleach per quart of water

Please refer to: <https://zanzibar.safetywizard.ca/> for MSDS Sheets.

Daily List:

Employees must wipe areas of high traffic with disinfectant wipes or if not available a disinfectant solution and a disposal cloth (paper towel etc). Any areas not listed below that you consider a high traffic area CLEAN please and let us know so it can be added to the list.

Examples of high traffic areas:

- Door handles/ Edges of doors

- Cupboards
- Sink handles
- Light switches
- Cell phones/ iPods
- Charging cords
- Laptops including the keyboard.
- Remotes
- Fridge handles
- Dishes should be cleaned everyday (with a bleach solution after rinsing)
- Coffee pots
- Toilets
- Spraydowns of the showers after use.
- Lamps
- Stove Knobs/Switches and handles
- countertops/table tops

Once a shift cleaning routine:

The motels rooms will be being cleaned by the hotel staff, but in order to help out we will be cleaning our own rooms once a shift. This way we are able to help out the hotel staff in this stressful time and help out ourselves in making sure that our areas of rest are clean. Roommates working together in cleaning their rooms will go faster and will not take long, especially with the daily wipe downs happening.

This cleaning routine will be using a combination of cleaning supplies. First a combination of hot soapy water to clean all the surfaces and then to be cleaned with a disinfectant. Let the disinfectant sit on surfaces for 30 sec before wiping off.

All cleaning should be done while wearing disposable gloves and disposable clothes. If no disposable cloths are available they are to be cleaned in hot water with detergent. Gloves and disposable cloths are to be thrown in the garbage and taken to the rubbish bin. Open windows and doors whenever possible to make sure the room is well ventilated.

Clean all areas and surfaces.

- Bathrooms
- Kitchens
- Bedrooms
- Floors
- Recycling bottles, cans, etc (please organize and place in bags so hotel staff do not have to touch them)

PPE equipment to wear while cleaning:

- Gloves
- mask (cloth mask/ bandana/ shirt etc)

Lists of cleaners that can be used for disinfectants:

- DISINFECTANT FANTASTIK ALL PURPOSE CLEANER
- DISINFECTANT FANTASTIK ORIGINAL ALL PURPOSE CLEANER I
- DISINFECTANT FANTASTIK ADVANCED KITCHEN & GREASE CLEANER
- SCRUBBING BUBBLES DISINFECTANT BATHROOM CLEANER
- CLOROX KITCHEN CLEANER AND DISINFECTANT
- CLOROX DISINFECTING CONCENTRATED BLEACH
- CLOROX PRO CLOROX DISINFECTING WIPES
- CLOROX DISINFECTING WIPES
- LYSOL DISINFECTANT SPRAY
- Hydrogen Peroxide (this is good if wipes are not available for the daily wipe downs).

A link to cleaners from the Canada health site:

<https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html#tbl1>

Cleaning supplies will be supplied but if you have run out please let management know and we can resupply you.

• Do not mix bleach with ammonia or any other cleaning product

And **REMEMBER** to **ALWAYS WASH YOUR HANDS** before leaving your motel, before getting into the trucks or vehicle and coming back to the motel. And **DON'T TOUCH YOUR FACE.**

Linens, Clothing, and Other Items That Go in the Laundry:

- Do not shake dirty laundry; this minimizes the possibility of dispersing virus through the air.
- Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely..
- Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.

Disposal and cleaning of cleaning supplies:

All reusable cleaning supplies(rags, gloves) are to be washed thoroughly with hot soapy water in the washing machine. They are not to be reused after cleaning with them until they are cleaned.

All disposival supplies (gloves, rags, paper towels etc) are to be thrown away in a garbage bag and disposed of in the outside rubbish bin.

Proper glove removal

Please do not leave dirty cleaning supplies around in Motel rooms or motel halls.

Always wash your hands after cleaning and avoid touching your face.

Safety Information on cleaners:

NO MIXING OF CHEMICALS. The only one that is to be mixed is bleach and water.

Please refer to: <https://zanzibar.safetywizard.ca/> for MSDS Sheets.

Proper PPE must be worn at all times while cleaning trucks or rooms. Please avoid getting chemicals on your skin and eyes. Read the labels of the disinfectants before use for safety info. All non brand name cleaners such as mixed bleach and water **must be labeled.**

After you have cleaned the trucks or rooms please wipe off the bottles of cleaner and buckets. Dispose of all cleaning materials properly.

Cleaning supplies are toxic
and mixing them can be deadly

DO NOT MIX:

-  bleach + vinegar = toxic chlorine gas
-  bleach + ammonia = toxic chloramine vapours
-  bleach + rubbing alcohol = chloroform
-  hydrogen peroxide + vinegar = peracetic acid

An important reminder from West Vancouver Fire & Rescue

