

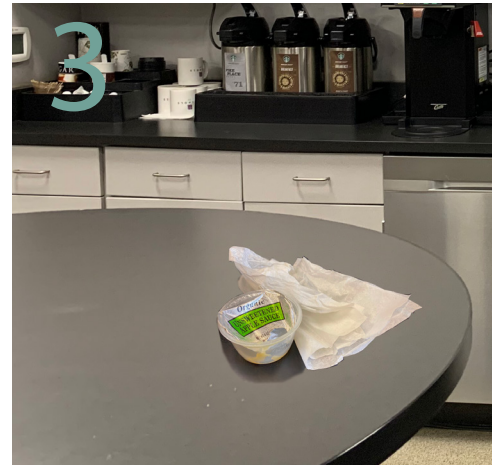
Breakroom / Cafeteria Cleaning



1 Apply PPE and place wet floor sign in doorway to limit access.



2 Gather any needed cleaning and restocking supplies and equipment.



3 Pick up and dispose of debris/trash on counters, floor and tables.



4 High dust as needed (vents, doors, corners, cupboards, refrigerator, lights, etc.)



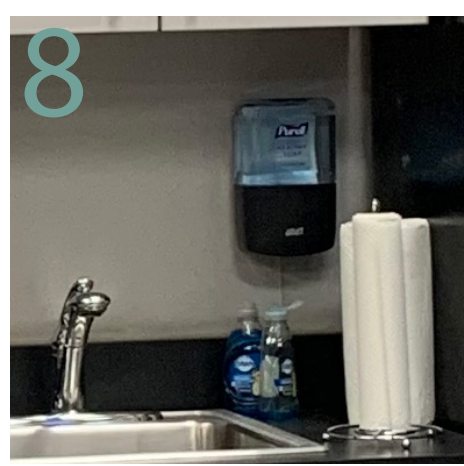
5 Using all purpose cleaner, damp wipe breakroom surfaces (see list in 6). Spot clean visible soils from building surfaces (7).



6 Sanitize or disinfect breakroom FTOs*: coffee pots, condiments, receptacle lids, tables, chairs, counters, dispensers, appliance buttons/handles.



7 Sanitize or disinfect building surface FTOs*: all door handles/touchplates, sinks, cupboard handles, & light switches. Also any vending.



8 Refill soap, sanitizer and paper products. Check to ensure that dispensers are working properly.



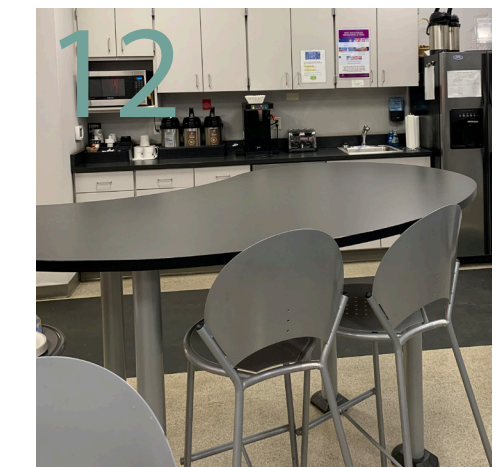
9 Remove chairs and receptacles for floor care. Sweep floor and pick up debris. Spot clean heavy soils or sticky substances.



10 Empty trash and reline. Empty recycling receptacles in proper location.



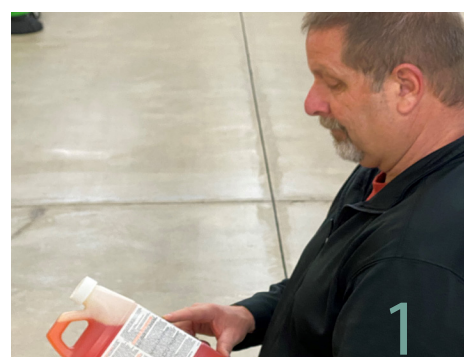
11 Damp mop floor with all purpose cleaner. Remove wet floor signs when floor is completely dry.



12 Return any chairs or receptacles you moved for floor care back to their original positions.

Sanitizing /Disinfecting FTOs (*Frequently Touched Objects)

In times of high viral activity, disinfect several times per shift. Associates need an ample supply of an EPA registered disinfectant. If using a spray vs. wipes, paper towels or fresh cloths and a laundry protocol should be in place.



1. READ the product label. Follow instructions specifically for the targeted result and pathogen.



2. Surfaces should be clean and free of all visible soil prior to sanitizing or disinfecting.



3. Be sure surface remains visibly wet for stated dwell time for either sanitizing or disinfecting.