



Cleaning guidelines to prevent the spread of COVID-19

We've created the following cleaning checklist based on recommendations from the Centers for Disease Control and Prevention (CDC). Keep a copy to refer to while cleaning, or provide one for your cleaning professional.





Your cleaning checklist



Ventilate rooms before you clean.

Allow fresh air to circulate for at least 20 minutes. If possible, leave all windows open during the entire cleaning process.



Wash your hands thoroughly before and after each cleaning.

Use soap and water, and scrub for at least 20 seconds. If that's not possible, use a hand sanitizer with at least 60% alcohol.



Wear disposable gloves while you clean.

Gloves should be thrown out after each cleaning. And make sure to wash your hands immediately after gloves are removed.



Stock up on paper towels, disinfectant wipes, and other disposable cleaning supplies.

If you prefer to clean with reusable products, machine-wash them at the highest heat setting appropriate for the material.



Clean, then disinfect.

Cleaning is when you use soap or detergent and water to remove dirt, germs and impurities. Disinfecting refers to the use of chemicals like bleach or alcohol to kill germs. Doing both is the best way to reduce the spread of infection.



Use the right disinfectant.

Diluted household bleach solutions, cleaning products with at least 70% alcohol, and most common disinfectants registered by the Environmental Protection Agency are believed to be effective against the coronavirus.

**Focus on frequently touched surfaces.**

Light switches, doorknobs, remote controls, and faucet handles are just a few of the areas you'll need to disinfect. (Check out our list of frequently touched surfaces on the next page.)

**Don't forget about sofas, rugs, drapes, and other soft, porous surfaces.**

Carefully remove any visible dirt or grime, then use the appropriate cleaner for the material. If possible, machine-wash items according to the manufacturer's instructions.

**Wash all linens at the highest heat setting recommended by the manufacturer.**

That includes bed sheets, mattress covers, hand and bath towels, kitchen towels, and blankets. Wear gloves when handling dirty laundry.

**Clean and disinfect laundry baskets and hampers.**

Consider using a liner that's either disposable or machine washable.

**Empty the vacuum cleaner after every cleaning.**

Disinfect the vacuum cleaner, along with other cleaning appliances like the dishwasher and washing machine.

**Remember to check the expiration dates on your supplies.**

And never mix household bleach with ammonia or other cleaning solutions—doing so can release toxic gases.





What to clean and disinfect

Cleaning your space for a new guest? Pay special attention to these frequently touched surfaces.

General:

- Doorknobs
- Fans and lamp chains
- Garbage and recycling bins
- Hairdryers
- Ironing boards and irons
- Keys
- Light switches
- Railings
- Remote controls
- Tabletops
- Thermostats
- Window sills and window handles

Kitchen:

- Appliances: coffee maker, oven, pressure cooker, toaster, etc.
- Cabinet handles and pulls

- Condiments: oil, salt and pepper shakers, commonly used spices and containers, etc.
- Hard-backed chairs
- Kitchenware that isn't dishwasher safe: ceramic bowls, kids' plasticware, etc.
- Sinks

Bathroom:

- Faucet handles
- Shampoo, conditioner, body wash, and soap dispensers
- Shower curtains and doors
- Showers and tubs
- Sinks
- Toilets

Bedroom:

- Hangers and luggage racks
- Nightstands

Cleaning appliances:

- Dishwashers
- Vacuum cleaners
- Washer/dryer units

Kids' items:

- High chairs
- Portable cribs and playpens
- Toys

Other amenities:

- Bikes
- Books
- Surfboards
- Board games

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