

**STAY
SAFE**



COVID-19

Cleaning & Disinfection Matrix

The following cleaning and disinfection matrix coincide with the 04/21/2021 guidance provided by Los Angeles County Department of Public Health on the cleaning and disinfection of rooms or areas occupied by those with suspected or with confirmed COVID-19. It aims at limiting the survival of the virus in key environments. These guidelines are focused on non-healthcare facilities such as schools, institutions, offices, daycare centers, businesses, and community centers that do not house persons overnight. These guidelines are not meant for cleaning in healthcare facilities, households, or other locations for which specific guidance already exists. <http://ph.lacounty.gov/media/Coronavirus/>

	Routine Cleaning	Cleaning when Someone is Sick
Description	Regular cleaning practices implemented.	Routine cleaning PLUS disinfection of the space occupied by a person confirmed to have COVID-19 and was in the facility within 24 hours. If more than 24 hours have passed since the person who is sick or diagnosed with COVID-19 has been in the space, cleaning is enough. You may choose to also disinfect depending on certain conditions
Personal Protective Equipment (PPE)	If chemicals are used, wear gloves to protect hands. Be sure to refer to Safety Data Sheets or follow the instructions on the chemical label.	Wear a mask and gloves while cleaning and disinfecting. ¹ Be sure to refer to Safety Data Sheets or follow the instructions on the chemical label.
Disinfectant	Use everyday janitorial cleaning supplies and disinfectants for regular surfaces such as floors, tables, desks, counters, sinks, toilets, and other hard-surfaced furniture and equipment.	Use routine cleaning disinfectants or other approved disinfectants ¹ for regular surfaces PLUS an EPA-registered disinfectant approved for emerging pathogens. ²

Cleaning Actions	<p>Perform the following practices:</p> <ul style="list-style-type: none"> a) Dust hard surfaces b) Damp wipe hard surfaces free of debris c) Disinfect all surfaces d) Wet mop floors e) Vacuum carpet and mats f) Empty trash and recycling 	<ul style="list-style-type: none"> a) Open outside doors and windows in the ill occupant's area to increase air circulation if possible.¹ b) Focus on the immediate areas occupied by the person who is diagnosed with COVID-19. c) Clean and disinfect: <ul style="list-style-type: none"> a. ALL non-porous surfaces especially the high-touch surfaces (e.g. desk, table, hard-backed chair, doorknob, light switch, handle, computer, keyboard, mouse, telephones) in the ill occupant's space/ office, as well as on shared equipment (like tablets, touch screens, keyboards, remote controls, and ATM machines in bathrooms and shared spaces used by the ill person, with a focus on high-touch surfaces. b. For porous surfaces (e.g. carpet, chair) in the ill person's space/office, remove visible contamination, clean with appropriate cleaners, and disinfect with a liquid/spray indicated for use on the material. d) Once thorough cleaning and disinfection have been completed space can be reoccupied.
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1. Cleaning and Disinfecting Your Facility <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

2. List N Tool: COVID-19 Disinfectants <https://cfpub.epa.gov/giwiz/disinfectants/index.cfm>

3. Safer Return to Campus: www.cpp.edu/saferreturn

Custodial Services

- Custodians are provided PPE and guidelines and provided training as needed on the appropriate techniques (as per CDC guidelines¹) for cleaning and disinfecting common, non-clinical spaces.
- Proper hand-washing protocol posters to be posted in each bathroom location across campus.
- All restrooms will be cleaned regularly using disinfectant, heavy use restrooms will receive additional cleaning.
- Ensure bathrooms are continuously stocked with soap and paper towels and ensure trashcans are emptied regularly.
- Relocate trashcans closer to the door so people can use the paper towel that they've dried their hands with to open the door and then drop it in the trashcans.
- Normal routine custodial services are as follows:

Classrooms & Labs	
Clean chalkboards/white boards	5 X a Week
Vacuum Floors	1 X a Week
Mop Hard Floors	1 X a Week
Spot vacuum floors	5 X a Week
Spot mop floors	5 X a Week
Empty trash and recycling	5 X a Week
Dust all corners and horizontal surfaces	1 X a Week

Offices	
Dust all corners and horizontal surfaces	1 X a Week
Wipe down horizontal surfaces and touchpoints	1 X a Week
Empty trash and recycling	1 X a Week
Mop hard floors	1 X a Week
Vacuum floors	1 X a Week

Conference & Breakrooms	
Dust all corners and horizontal surfaces	1 X a Week
Wipe down horizontal surfaces and touchpoints	1 X a Week
Empty trash and recycling	1 X a Week
Clean kitchenette sinks and wipe down countertops	1 X a Week
Mop hard floors	1 X a Week
Vacuum floors	1 X a Week

Restrooms	
Disinfect all surfaces	5 X a Week
Dust all corners and horizontal surfaces	1 X a Week
Check and replace stock, such as paper products and soap	5 X a Week
Removal of rust and hard water deposits	1 X a Week
Mop floors	5 X a Week
Clean mirrors	5 X a Week

Hallways, Public Gathering Areas and Entranceways	
Dust all corners and horizontal surfaces	1 X a Week
Spot Dust all corners and horizontal surfaces	5 X a Week
Wipe down Horizontal Surfaces and Touchpoints	1 X a Week
Spot wipe down horizontal surfaces and touchpoints	5 X a Week
Empty trash and recycling	5 X a Week
Vacuum floors	1 X a Week
Mop hard floors	1 X a Week
Spot vacuum floors	5 X a Week
Spot mop floors	5 X a Week
Wipe down door glass	1 X a Week
Spot wipe door glass	5 X a Week