

Custodial Cleaning Guidelines

Sanitizing vs. Disinfecting

Cleaning removes germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

Sanitize

Sanitizing lowers the number of germs on surfaces or objects to a safe level, as judged by public health standards or requirements. This process works by either cleaning or disinfecting surfaces or objects to lower the risk of spreading infection.

Disinfect

Disinfecting kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

COLUMBUS STATE UNIVERSITY Guidelines

Custodians are placing emphasis on disinfection and thorough cleaning, following CDC guidance and APPA-Standards. Here are some of the steps that are being taken moving forward:

 Custodial teams will follow a color-coded system when cleaning in each building, assigning tasks on a daily, weekly and monthly schedule. Color-coded tasks will correspond with equipment to prevent cross contamination.



Sanitation products, such as disposable wipes and hand sanitizer, will be provided in each building. Custodial staff will ensure they are properly stocked, and refill or replenish as needed. Faculty and staff are encouraged to use these products as needed.







Custodial Cleaning Guidelines

Routine Cleaning

Custodians will also circulate through each building, each day, ensuring common areas, restrooms and high traffic areas stay clean and disinfected. Daily tasks include cleaning and disinfecting at least daily (or more, depending on use patterns) frequently touched surfaces and objects such as:

- -Door Knobs and Handles
- -Stair rails
- -Classroom Desks and Chairs
- -Picnic Tables and Chairs
- -Countertops
- -Handrails
- -Light Switches
- -Handles on Equipment (e.g., athletic equipment)
- -Push-buttons on Vending Machines and Elevators

*Note: Computer Keyboards are difficult to clean. Shared computers should have signs posted instructing proper hand hygiene before and after using them to minimize disease transmission. To facilitate cleaning, consider using covers that protect the keys but enable use of the keys.

It is not necessary to routinely apply disinfectants to surfaces that are not high-touch or high-risk (e.g., floors, bookcases, tops of filing cabinets). Soft surfaces such as carpets, rugs, and drapes can be cleaned using soap and water or a cleaner appropriate for the material.



Custodial Cleaning Guidelines

Sanitizing the Campus

Sanitizing reduces the bacteria on surfaces. We will use our standard nightly cleaners to sanitize the campus, focusing on high-touch and high-traffic areas.



Our custodial teams are also trained in the use of electrostatic backpacks and ULV foggers, which will be used nightly to *disinfect*:

> -Doorknobs and Handles -Stair Rails -Classroom Desks and Chairs -Countertops -Handrails -Light Switches -Handles on Equipment (e.g., athletic equipment) -Push-Buttons on Vending Machines and Elevators

Event Spaces, such as the Cunningham Conference Center, will be disinfected using the electrostatic spraying or ULV fogging after each event.

For more information, check out these resources:

Reopening Guideance from the CDC: <u>https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html</u>

Disinfectants for Use Against SARS-CoV-2 (COVID-19): <u>https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19</u>