

## Routine Environmental Cleaning Requirements

- These guidelines should be read in conjunction with the AWRI Sanitation guidelines.
- Cleaning is an essential part of disinfection. Organic matter can inactivate many disinfectants. Cleaning reduces the soil load, allowing the disinfectant to work.
- Removal of germs such as the virus that causes COVID-19 requires thorough cleaning followed by disinfection.
- The length of time that SARS-COV-2 (the cause of COVID-19) survives on inanimate surfaces will vary depending on factors such as the amount of contaminated body fluid – such as respiratory droplets – present and environmental temperature and humidity. In general, coronaviruses are unlikely to survive for long once droplets produced by coughing or sneezing dry out.

It is good practice to routinely clean surfaces as follows:

### Frequently Touched Surfaces

**Clean frequently (at least once per day) with:** Household or industrial disinfecting cleaning sprays or wipes, used in according to the label instructions (except as noted below as all electronics should be wiped down with alcohol based cleaner vs. hard detergents). **Do not use bleach products.**

For heavily soiled areas, clean with detergent first and then disinfect.

Follow the label instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.

- **Counters, Tables and Shared Desktops**
- **Cabinet, drawer, dishwasher and fridge handles**
- **Door handles (and area around for push doors) and access buttons**
- **Lift/Elevator buttons and touch pads**
- **Bathroom & Kitchen Faucets and Sinks**
- **Toilets and Flushing Mechanisms**
- **Water and Coffee Machine Buttons**
- **Conference Room Tables and Chairs**
- **Conference Room Phone Buttons (with alcohol wipes)**
- **Shared tablet and TV/monitor screens with alcohol wipes)**
- **Stair rails and light switches**
- **Other commonly touches surfaces**

### Minimally Touched Surfaces

For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:

- Launder 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, or
- Use disinfecting products that are suitable for porous surfaces, if there is a potential for contamination.

### Flooring, carpets, walls, blinds or similar items

Consult the product SDS for further details.

## Information for Cleaning Staff- General Cleaning

The risk when cleaning is not the same as the risk when face to face with a sick person who may be coughing or sneezing.

- Cleaning staff should be informed to avoid touching their face, especially their mouth, nose, and eyes when cleaning.
- Cleaning staff should wear impermeable disposable gloves and a surgical mask plus eye protection or a face shield while cleaning.
- Cleaners should use alcohol-based hand rub before putting on and after removing gloves.
- Alcohol-based hand rub should also be used before and after removing the surgical mask and eye protection.

The surgical mask and eye protection act as barriers to people inadvertently touching their face with contaminated hands and fingers, whether gloved or not.

- The disinfectant used should be one for which the manufacturer claims antiviral activity, meaning it can kill virus material.

### Use of disinfection

- Wipe the area with disinfectant using disposable paper towels or a disposable cloth.
- Follow manufacturer's instructions regarding use, contact time, and safety measures.
- Dispose of gloves and mask in a leak proof plastic bag.
- Wash hands well using soap and water and dry with disposable paper or single-use cloth towel. If water is unavailable, clean hands with alcohol-based hand rub.

## Cleaning Process- Confirmed case of Covid-19

Once the infected person has left the site/location gather the items needed for cleaning before entering the area and cleaning begins. This may include the following:

- personal protective equipment (PPE)
- cleaning equipment and solutions
- rubbish waste bag
- alcohol-based hand rub.

### Personal protective equipment recommendations

People should use the following process to safely put on the recommended personal protective equipment before entering the area to be cleaned:

1. Clean your hands. This can be done with either liquid soap and running water or alcohol-based hand rub. Follow appropriate hand washing protocols.
2. Put on a disposable apron. Fasten the back of the apron at the neck and waist.

3. Put on protective eyewear to protect your eyes from the cleaning fluids.
4. Put on disposable latex or vinyl gloves.
5. Once you enter the area, avoid touching your face and don't touch or adjust your face mask if one is worn.

The purpose of personal protective equipment is to reduce the risk of direct contact with contaminated surfaces.

Once cleaning is completed, place all disposable cleaning items in the rubbish waste bag. Waste does not need any additional handling or treatment measures. Reusable cleaning items, such as mop heads, should be cleaned as per the cleaning recommendations below.

### **Safe Removal of PPE:**

1. Remove and dispose of gloves directly into rubbish waste bag. The outside of gloves are contaminated. Remove gloves being careful not to contaminate bare hands during glove removal.
2. Clean your hands. This can be done with either liquid soap and running water or alcohol-based hand rub.
3. Remove and dispose of apron. The apron front maybe contaminated. Untie or break fasteners and pull apron away from body, touching the inside of the apron only. Place into rubbish waste bag.
4. Clean your hands. This can be done with either liquid soap, soap and running water or alcohol-based hand rub.
5. Remove protective eyewear/face shield. The outside of protective eyewear/face shields maybe contaminated. Remove eyewear/face shield by tilting the head forward and lifting the head band or ear pieces. Avoid touching the front surface of the eyewear/face shield. Reusable protective eyewear should be placed into a container and washed in detergent and water and allowed to completely air dry.
6. Clean your hands. This can be done with either liquid soap and running water or alcohol-based hand rub.
7. Personal protective equipment must be disposed of in a rubbish waste bag that is tied closed. The bag can be disposed into general waste.

### **Cleaning Products to be Used**

**Under no circumstances is bleach or hypochlorite solutions to be used due to the detrimental effects on the winemaking process.**

Appropriate detergent/disinfectant solutions are those which contain quatarnary ammonium as the active ingredient.

In ANZ some examples may include: Mox alkaline quat, Envirosan Biocide Foaming Sanitizer, Microclean disinfectants, Cleanshot Quat Sanitizer & Peerless JAL Access Disinfectants

In the US, refer to the EPA approved list (link below) and select active ingredient quatarnary ammonium:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

## **Cleaning process**

Once the person with suspected or confirmed COVID-19 vacates a room, cleaning can commence immediately. The room and all hard surfaces in the room should be physically cleaned. All furniture, equipment, horizontal surfaces and all frequently touched surfaces (e.g. door handles) should be thoroughly cleaned.

Cleaning of hard surfaces (e.g. bench tops) should be done using either:

1. a physical clean using a combined detergent and an appropriate disinfectant solution (2-in-1 clean).
2. a physical clean using detergent and water followed by a clean with an appropriate disinfectant solution (2 step clean).

Cleaning equipment must be cleaned prior to removing PPE. Cleaning equipment includes mop heads and cloths and should be washed using hot water and must be completely dried before re-use. Cleaning equipment, such as buckets, should be emptied and cleaned with disinfectant and allowed to dry completely before re-use.

*Contact your regional Health & Safety Professionals for additional guidance and questions.*

## **Sources:**

Queensland Government – COVID-19 Cleaning and Disinfecting Recommendations  
Australian Government Department of Health - Environmental cleaning and disinfection principles for COVID-19

This checklist provides prompts for the areas, surfaces and equipment that may need to be included, where relevant, when undertaking the TWE COVID-19 Cleaning and Disinfection Process.

All Areas	
<ul style="list-style-type: none"> <li>• All Doors</li> <li>• Safe</li> <li>• Timeclock Screen</li> <li>• Telephone</li> <li>• Office Equipment- Copier</li> <li>• Paper cutter</li> <li>• Screen sharing dongles</li> <li>• Handrails</li> <li>• Breakroom Sink Faucet Handles</li> <li>• Kitchen sink faucet handles</li> <li>• Countertops</li> <li>• Restrooms</li> <li>• Floor Signs</li> <li>• Manual soap dispensers</li> <li>• Water coolers</li> <li>• Coffee Maker</li> <li>• Coffee Stirrer</li> <li>• Bulk sugar/creamer</li> <li>• Microwave Door Handles</li> <li>• Toaster</li> <li>• Refrigerator Door Handles</li> <li>• Water Fountain Buttons</li> <li>• Vending Machine Buttons</li> <li>• iPads/tablets</li> <li>• Mobile phones</li> </ul>	<ul style="list-style-type: none"> <li>• Shared Computers</li> <li>• Tablets</li> <li>• Keyboards</li> <li>• Elevator Buttons</li> <li>• Food Utensils</li> <li>• Cabinet handles</li> <li>• Pool Vehicles</li> <li>• Keys</li> <li>• Light Switches</li> <li>• Printers buttons</li> <li>• Staplers</li> <li>• Stair Rails</li> <li>• TV remotes</li> <li>• Chairs</li> <li>• Table tops</li> <li>• Mouse</li> <li>• Conference phones</li> <li>• Dishwashers</li> <li>• Sample bottles</li> <li>• Wine keys / openers</li> <li>• Wine glasses</li> <li>• Filing cabinet drawers</li> <li>• Mailboxes Two-Way Radios</li> </ul>

Cellars	
<ul style="list-style-type: none"> <li>• Pump Controls</li> <li>• Forklift Controls</li> <li>• Handrails</li> <li>• All Doors</li> <li>• Fittings</li> <li>• Cabinet Handles</li> <li>• Timeclock Screens</li> <li>• Restroom Handles</li> <li>• Elevator Buttons</li> <li>• Golf Cart Controls</li> <li>• Golf Cart Keys</li> <li>• Radios</li> <li>• Cross flows</li> <li>• Roll Up Door Controls</li> <li>• Tank knobs / valves</li> <li>• Tank doors</li> <li>• Tank lids / hatches</li> <li>• Sample bottles</li> <li>• Sample cases</li> <li>• Work Orders</li> <li>• Bathroom faucets</li> <li>• Toilet controls</li> <li>• Light Switches</li> <li>• Printers</li> <li>• Stair Rails</li> <li>• Notebooks for Leads</li> <li>• Clipboards</li> <li>• Sample plastic tubing</li> <li>• Sanitation spray bottles</li> <li>• Scissor Lift gate and controls</li> </ul>	<ul style="list-style-type: none"> <li>• Aerial Lift gate and controls</li> <li>• Rapidfil Controls</li> <li>• Rapidfil wands</li> <li>• SO2 Dispenser</li> <li>• Bungs</li> <li>• Barrels</li> <li>• Transfer hoses</li> <li>• Pressure washers</li> <li>• Barrel Washers and controls</li> <li>• Guth Mixer</li> <li>• Buckets &amp; handles</li> <li>• Barrel Thief</li> <li>• Gas regulators</li> <li>• Swabbing device</li> <li>• Additives scale controls</li> <li>• Chemical additive scoops</li> <li>• Communal safety vests</li> <li>• Hand Rails</li> <li>• Dissolved oxygen meter</li> <li>• Compressed gas cylinders caps</li> <li>• Compressed gas cylinder dollies</li> <li>• Floor Signs</li> <li>• Lockers</li> </ul>

## Laboratories

- Sample tags
- Sample bottles
- Machine controls
- pH Meter
- Glassware / beakers
- Oenosfoss
- Lab carts
- Lab computer
- Fridges
- Pipettes
- Pipette bulbs
- Pipette tip boxes
- Screw caps
- Spittoons
- Spray bottles
- Alcolyzer
- Autotitraotrs
- Spectrophotometer
- Chemical containers
- Fume hood sash
- Acid cabinet
- Base cabinet
- Other chemical cabinets
- Weigh scale
- Weigh scale brush
- Chemical scoop
- Filterability apparatus
- Countertops
- Clipboards