**Cleaning guidelines – cleaning workforce**

All cleaning workers must follow the below COVIDSafe cleaning guidance to help prevent the introduction of coronavirus (COVID-19) in the workplace.

# PPE

Ensure you wear the right Personal Protective Equipment (PPE) for the task and understand how to put on, wear and take off your PPE safely.

# Cleaning products

Do not mix the cleaning chemicals you use – they can counteract each others’ effects. Use correct product as instructed and carry out duties safely and effectively.

# Training

Complete induction training in workplace health and safety and basic cleaning skills for site specific duties.

Complete required training prior to carrying out a COVID-Response clean.

# Cleaning schedule

Complete record on cleaning activities daily.

# Cleaning equipment

For the latest information on cleaning guidance, visit coronavirus.vic.gov.au

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Ensure you launder reusable cloths, keep your equipment clean and keep your storage area tidy every day.

# High touch surfaces

**Hygiene tips for workers**

* Stay home if you are sick.
* Avoid touching your eyes, nose or mouth.
* Take care when removing gloves. Ensure you wash your hands after removing them.
* Wash your clothes as soon as you get home.
* Wear a mask and change after 4 hours or before if it becomes moist and/or visibly soiled.
* Work in your designated workplace bubble.

Clean high touch surfaces using an appropriate detergent/disinfectant. Base frequency of cleaning on level of activity in the area.

Minimally touched surfaces should be cleaned with a detergent solution, or other suitable product.