**Cleaning guidelines – cleaning supervisors**

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

# Storage

**Cleaning products**

Routine cleaning should be performed using a detergent. A disinfectant is only required to be used if there has been

a confirmed coronavirus (COVID-19) workplace member or for high touch surfaces in a high activity area.

# Training

Ensure all cleaning staff have been trained to safely use the cleaning products and equipment, personal protect equipment and support any changes in cleaning schedules.

# Monitoring

Completion checks should

be performed weekly to ensure daily/weekly/monthly duties have been completed in line with

the cleaning schedule and/or

Ensure clean environment is maintained in cleaners' room and laundry areas.

contractual agreement.

For the latest information on cleaning guidance, visit

**0** coronavirus.vic.gov.au

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# Equipment

Provide the right equipment and products to enable best practice cleaning to be performed, which includes equipment maintenance.

# High touch points

**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.
* Maintain physical distancing when travelling to and at work.
* Masks to be worn and changed after 4 hours of continuous use or when moist and/or visibly soiled.

Identify high touch surfaces and clean them first with a clean cloth (e.g. door handles and common-use tables).