



GUIDANCE FOR CLEANING AND DISINFECTING Using Disinfectant Cleaners



This guidance is intended for all community members who want to ensure the cleanliness and safety of their space. Reopening the Saint Mary's campus requires all of us to move forward together by being empowered to clean and disinfect our own spaces, as well as practicing social distancing and other daily habits to reduce our risk of exposure to the virus that causes COVID-19.

To ensure the cleanliness of our own spaces and to minimize the possibility of exposure to infectious agents, we encourage you to use this product to clean and disinfect your immediate area before, during and after use, and as often as you deem necessary. Please follow these safety precautions:

1. Keep this cleaner in the designated spray bottle with the appropriate label. DO NOT remove the label or transfer the cleaner to another unlabeled container.
2. Contact the Facilities Services front office at extension 4286, or at Facilities@stmarys-ca.edu for additional bottles or to obtain a refill. Because of the limited supply of disinfectants, a single spray bottle is appropriate for a department office space, a lunchroom, a foyer, a classroom, a residential suite, restroom, or similar occupied space.
3. Read the label if you have any concerns regarding the use of this disinfectant. Store and use this disinfectant in a responsible and appropriate manner according to the label. Do not mix bleach or other cleaning and disinfection products with this cleaner. This cleaner is similar to traditional household cleaners and is safe to use without personal protective equipment (PPE) if common sense and general use precautions are followed.
4. The alcohol and the isopropyl alcohol at 70-80% solutions are safe for brief skin contact, as directed by the label, and for hard, nonporous inanimate surfaces.
5. The 710 Disinfectant Cleaner used by Facilities staff, the janitorial team and other select groups is intended for hard, nonporous inanimate surfaces; do not spray on skin or fabrics.
6. When using this product, do not eat, drink, or smoke, **and wash your hands after use.**
7. Additional information about this disinfectant and the Safety Data Sheet can be obtained from the Health & Safety office at extension 8287 or at sat5@stmarys-ca.edu.



These products are intended for cleaning and disinfecting high-touch areas including your workplace, office, desktop, keyboard, mouse, doorknobs, light switches, refrigerator handles, exterior of microwave ovens, dining tables, phones and other frequently touched surfaces. Follow these disinfectant application guidelines:

1. The alcohol or isopropyl alcohol at 70-80% solution in water are safe to use without gloves if common sense and general use precautions are followed.
2. Spray a small amount on a paper towel and wipe the area until it is wet. Wipe down with a clean cloth or paper towel, or allow to dry.
3. Wash your hands after use, discard the paper towel in the green bin (compost) and return the spray bottle to its storage location.
4. Do not spray directly on and into keyboards, mice or other sensitive electronics. Instead, wipe the surfaces with a dampened paper towel.

A Few Important Reminders about Coronaviruses and Reducing the Risk of Exposure:

1. Coronaviruses on surfaces and objects naturally die within hours to days. Warmer temperatures and exposure to sunlight will reduce the time the virus survives on surfaces and objects
2. Normal routine cleaning with soap and water removes germs and dirt from surfaces. It lowers the risk of spreading COVID-19 infection.
3. Disinfectants kill germs on surfaces. By killing germs on a surface after cleaning, you can further lower the risk of spreading infection. Disinfectants are an important part of reducing the risk of exposure to COVID-19.
4. Store and use disinfectants in a responsible and appropriate manner according to the label. Do not mix bleach or other cleaning and disinfection products together--this can cause fumes that may be very dangerous to breathe in. Keep all disinfectants out of the reach of children.
5. Do not overuse or stockpile disinfectants or other supplies. This can result in shortages of appropriate products for others to use in critical situations.
6. Practice social distancing, wear facial coverings, and follow proper prevention hygiene, such as washing your hands frequently and using hand sanitizer when soap and water are not available.

Determining what needs to be cleaned

Some surfaces only need to be cleaned with soap and water. For example, surfaces and objects that are not frequently touched should be cleaned and do not require additional disinfection.

Is the area outdoors?

Outdoor areas generally require normal routine cleaning and do not require disinfection. Spraying disinfectant on sidewalks and in parks is not an efficient use of disinfectant supplies and has not been proven to reduce the risk of COVID-19 to the public. You should maintain existing cleaning and hygiene practices for outdoor areas. The targeted use of disinfectants can be done effectively, efficiently and safely on outdoor hard surfaces and objects frequently touched by multiple people.

Has the area been unoccupied for the last 7 days?

If your workplace or building has been unoccupied for 7 days or more, it will only need your normal routine cleaning to reopen the area. This is because the virus that causes COVID-19 has not been shown to survive on surfaces longer than this time.

Determine what needs to be disinfected

Only hard and non-porous material or item like glass, metal, or plastic should be disinfected. Examples of frequently touched surfaces and objects that will need routine disinfection following reopening are:

- Tables and chairs
- Keyboards
- Doorknobs
- Toilets
- Light switches
- Faucets and sinks
- Countertops
- Phones
- Handles
- Touch screens
- Desks

Each workspace, department or facility will have different surfaces and objects that are frequently touched by multiple people. Be empowered to appropriately disinfect these surfaces and objects, as needed.

Soft and porous materials are generally not as easy to disinfect as hard and non-porous surfaces. Soft and porous materials that are not frequently touched should only be cleaned or laundered. In this case, please contact the Health & Safety department to have our janitorial service clean or launder these items.

Maintain safe behavioral practices

We have all had to make significant behavioral changes to reduce the spread of COVID-19. When the campus opens, we will need to continue these general practices:

- Social distancing, meaning maintaining 6 feet away from others whenever possible.
- Frequently washing hands and using hand sanitizer when soap and water are not available.
- Wearing cloth face coverings both indoors and outdoors, unless you are actively eating or in your own bedroom.
- Avoiding touching eyes, nose, and mouth with unwashed hands.
- Staying home when sick or not feeling well.
- Cleaning and disinfecting frequently touched objects and surfaces.

It's important to continue to follow these guidelines for reopening the campus. Continuously check campus resources for updates on COVID-19. This will help you change your plan when situations are updated.