



COVID 19 GENERAL GUIDELINES FOR DEVELOPING & IMPLEMENTING: CLEANING & DISINFECTION PLAN FOR VARIOUS SETTINGS

This general guideline is intended for all living in American Samoa, which includes but not limited to government sectors, business, school or those who want to ensure the cleanliness and safety of your homes. This guidance requires everyone to work together by formulating a plan, as we move forward by practicing social distancing and other routine daily habits to prevent our risk of exposure to the virus that causes COVID-19. The plan requires various settings in American Samoa such as; Public Spaces, Workplaces, Businesses, Schools and Homes to develop a plan based on the following:

1. Determine what needs to be cleaned and disinfected,
2. Implement the plan as a routine daily habit,
3. Lastly, maintain and revise the plan.

The plan is tailored to meet CDC and USEPA General Framework for cleaning and disinfection practices. This framework is based on the following:

1. Normal routine cleaning with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure.
2. Disinfection using [EPA-approved disinfectants against COVID-19](#) can also help reduce the risk of exposure. Frequent disinfection of surfaces and objects touched by multiple people is important.
3. When [EPA-approved disinfectants against COVID-19](#) are not available, alternative disinfectants can be used (e.g. 1/3 cup of bleach added to 1 gallon of water or 70% alcohol solution). 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.

Links to specific settings that uses this framework, can be found at the end of this document. It's important to continue to follow your local and federal guidance for maintaining your cleaning and disinfection plans.

Proper and effective cleaning and disinfecting measures can help kill germs and viruses that causes COVID-19. Cleaning and disinfecting contact areas/surfaces is an important two-step process in the efforts to prevent and/or reduce the risk of exposure to COVID-19.

- **Cleaning:** Use soap and water to remove germs, dirt and impurities from surfaces. It lowers the risk of spreading infections.
- **Disinfecting:** Use disinfectant products to kill germs on surfaces. By killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

US EPA has compiled a [list of disinfectant products](#), including ready-to-use sprays, concentrates and wipes that can be used against COVID-19. Always follow the product label instructions and safety information including contact time/dwell time on various areas/surfaces long enough to kill germs, rinsing off the product to avoid ingesting it and putting the product out of children's reach after each application.

This guidance does not replace other measures that still need to be taken to reduce the risk of exposure to COVID-19. It is important to continue practicing social distancing, wear cloth face coverings and wash/sanitize hands frequently.

3 STEP PROCESS FOR:

DEVELOPING A CLEANING AND DISINFECTION PLAN

Step-1: DETERMINE WHAT NEEDS TO BE CLEANED AND DISINFECTED.

- ✓ Areas unoccupied for 7 or more days need only routine cleaning. Maintain existing cleaning practices for outdoor areas.
- ✓ Determine how areas will be disinfected. Consider the type of surface and how often the surface is touched. Prioritize disinfecting frequently touched surfaces.
- ✓ Consider the resources and equipment needed. Keep in mind the availability of cleaning products and personal protective equipment (PPE) appropriate for cleaners and disinfectants.

Step-2: IMPLEMENT YOUR CLEANING AND DISINFECTING PLAN.

- ✓ Clean visibly dirty areas/surfaces with soap and water prior to disinfection.
- ✓ Use the appropriate cleaning and/or disinfectant product. Use an EPA-approved disinfectant against COVID-19, and read label to make sure it meets your needs.
- ✓ Always follow the directions on the label. The label will include safety information and application instructions. Keep disinfectants out of the reach of children.

Step-3: MAINTAIN AND REVISE YOUR CLEANING AND DISINFECTING PLAN.

- ✓ Continue routine cleaning and disinfection. Continue or revise your plan based upon appropriate disinfectant and PPE availability. Dirty surfaces should be cleaned with soap and water prior to disinfection. Routinely disinfect frequently touched surfaces at least daily.
- ✓ Maintain safe practices such as washing hands after using disinfectant products, well ventilation system for disinfectant odor, keeping children & pets away when using disinfectant products, store disinfectant products properly and out of children's reach after each application, etc.
- ✓ Continue practices that reduce the potential of COVID-19 exposure such as maintaining social distancing, staying six feet away from others. Reduce sharing of common spaces and frequently touched objects.

CLEANING AND DISINFECTION RECOMMENDATION:

- Practice routine cleaning with using cleaning detergent/soap and water to clean frequently touched surfaces such as;
 - Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.

- After cleaning the area or item with a cleaning detergent/soap and water, use a household disinfectant that's approved by US EPA to use against COVID-19. Follow the instructions on the label to ensure safe and effective use of the product.
 - Many products recommend:
 - ✓ Keeping surface wet for a period of time (see product label).
 - ✓ Precautions such as wearing gloves and making sure you have good ventilation during use of product.

THE FOLLOWING PRODUCTS ARE OTHER ALTERNATIVES THAT CAN BE USE FOR DISINFECTION IN THE EVENT WHEN US EPA DISINFECTANT PRODUCTS ARE NOT AVAILABLE:

1. Household Bleach:

Diluted household bleach solutions may also be used if appropriate for the surface. Check the expiration date on the bleach product. Household bleach can be effective against coronavirus when properly diluted.

Follow manufacturer's instructions for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser or disinfectant.

To make a bleach solution:

- ✓ 5 tablespoons (1/3rd cup) bleach per gallon of water or 4 teaspoons bleach per quart of water

2. Alcohol 70% Solution:

Ethyl alcohol 70% solution is considered a low-level disinfectant which is useful against germs. They are suitable for disinfecting surfaces and objects such as; electronic devices, notebooks, plastics or any compatible materials. Use alcohol with care, this may degrade some types of plastics, display surfaces and enamels. Make sure that the surface is entirely dry before using the surface or object.

TYPE OF SURFACES:

Hard, Non-Porous Surfaces:

For hard, non-porous surfaces that are commonly touched by more than one person such as; countertops, tabletops, doorknobs/door handles, bathroom surfaces, chairs, drinking fountains and/or toys:

- When a surface is visibly dirty, wash with a general household cleaner (e.g. soap or detergent) and water. This should reduce the number of bacteria/germs present on the hard surface. Let the surface air dry before applying a disinfectant product.
- Once the surface is dry after cleaning it with general house hold cleaner and water, apply disinfectant product on the surface that meets EPA's criteria for use against COVID-19 when used in accordance with the label.

Electronics:

For electronic devices such as; telephones, touch screens, computers, keyboards, computer mice, remote controls, light switch, hand-held video games, and ATM machines:

- Use sanitizer cloths on these electronic items that are often touched.
- Follow the product label for proper and effective cleaning and disinfecting procedures.
 - If guidance is not available on the sanitize product label, use alcohol-based wipes or sprays containing at least 70% alcohol. Apply with care and dry surface thoroughly before using.

Soft, Porous Surfaces:

For soft, porous surfaces such as carpeted floors, rugs, drapes, bedding or fabrics in clothing:

- Clean the surface using soap and water or with cleaners appropriate for use on these surfaces.
- Launder items (if possible) according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
 - Disinfect with an EPA-registered household disinfectant. These disinfectants meet EPA's criteria for use against COVID-19 when used in accordance with the label.

Laundry:

For clothing, towels, linens and other items:

- ✓ Wear disposable gloves.
- ✓ Wash hands with soap and water as soon as you remove the gloves.
- ✓ Do not shake dirty laundry.
- ✓ Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
- ✓ Dirty laundry from a sick person can be washed with other people's items.
- ✓ Clean and disinfect clothes hampers according to guidance above for surfaces.

CLEANING AND DISINFECTING YOUR FACILITY IF SOMEONE IS SICK

- Close off areas used by the person who is sick.
 - Companies need to close operations.
- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the sick person, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines.
- Vacuum the space if needed. Use vacuum equipped with high-efficiency particulate air (HEPA) filter, if available.

- Do not vacuum a room or space that has people in it. Vacuum only when room or space is empty, such as at night for common spaces or the day for private rooms.
 - Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape during vacuuming will not circulate throughout the facility.
- Once area has been appropriately disinfected, it can be opened for use.
 - Workers without close contact with the person who is sick can return to work immediately after disinfection.
 - If the sick person has not visited the facility for more than 7 days, additional cleaning and disinfection is not necessary.
 - Continue routine cleaning and disinfection. This includes everyday practices that businesses and communities normally use to maintain a healthy environment.

RECOMMENDATION FOR CLEANING AND DISINFECTING OUTDOOR AREAS

- Outdoor areas, like playgrounds in schools and parks generally require normal routine cleaning, but do not require disinfection.
 - Do not spray disinfectant on outdoor playgrounds - it is not an efficient use of supplies and is not proven to reduce risk of COVID-19 to the public.
 - High touched surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely.
 - Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch, sand) is not recommended.
- Sidewalks and roads should not be disinfected.
 - Spread of COVID-19 from these surfaces is very low and disinfection is not effective.
- Regular cleaning staff can clean and disinfect community spaces.
 - Ensure they are trained on appropriate use of cleaning and disinfection chemicals.
- Wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.
 - Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
 - Gloves and gowns should be removed carefully to avoid contamination of the person wearing it and the surrounding area.
- Wash your hands often with soap and water for 20 seconds.
 - Always wash immediately after removing gloves and after contact with a person who is sick.
 - Hand sanitizer: If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water before using hand sanitizers.
- Always read and follow the directions on the label to ensure safe and effective use.

- Keep hand sanitizers away from fire or flame.
 - For children under six years of age, hand sanitizer should be used with adult supervision.
 - Always store hand sanitizer out of the reach of children and pets.
- Additional key times to wash hands include:
- ✓ After blowing nose, coughing, or sneezing.
 - ✓ After using the restroom.
 - ✓ Before eating or preparing food.
 - ✓ After contact with animals or pets.
 - ✓ Before and after providing routine care for another person who needs assistance (e.g. a child).

ADDITIONAL CONSIDERATION FOR EMPLOYERS

- Educate workers performing cleaning, laundry, and trash pick-up to recognize the symptoms of COVID-19.
- Provide instructions on what to do if they develop symptoms within 14 days after their last possible exposure to the virus.
- Develop policies for worker protection and provide training to all cleaning staff on site prior to providing cleaning tasks.
- Training should include when to use PPE, what PPE is necessary, how to properly don (put on), use, and doff (take off) PPE, and how to properly dispose of PPE.
 - Ensure workers are trained on the hazards of the cleaning chemicals used in the workplace in accordance with OSHA’s Hazard Communication standard (29 CFR 1910.1200).
- Comply with OSHA’s standards on Bloodborne Pathogens (29 CFR 1910.1030), including proper disposal of regulated waste, and PPE (29 CFR 1910.132).

ADDITIONAL RESOURCES WITH MORE SPECIFIC RECOMMENDATIONS:

<u>HEALTHCARE SETTINGS</u>	Long-term Care Facilities, Nursing Homes	Infection Control in Healthcare Settings
		Using Personal Protective Equipment
		Hand Hygiene
		Interim Guidance for Infection Prevention Preparedness Checklist
		Things Facilities Should Do Now to Prepare for COVID-19
		When there are Cases in the Facility
	Dialysis Facilities	Infection Control in Healthcare Settings
		Using Personal Protective Equipment
		Hand Hygiene
		Interim guidance for Outpatient Hemodialysis Facilities
		Patient Screening

	Blood and Plasma Facilities	Infection control in Healthcare Settings
		Infection Control and Environmental Management
		Using Personal Protective Equipment
		Hand Hygiene
		Interim Guidance for Blood and Plasma Collection Facilities
	Alternate Care Sites	Infection Prevention and Control
	Dental Settings	Infection Control in Healthcare Settings
		Using Personal Protective Equipment
		Hand Hygiene
	Pharmacies	Interim Guidance for Dental Settings
		Infection control in Healthcare Settings
		Using Personal Protective Equipment
		Hand Hygiene
	Outpatient and ambulatory care facilities	Interim Guidance for Pharmacies
		Risk-Reduction During Close-Contact Services
		Infection control in Healthcare Settings
		Using Personal Protective Equipment
	Postmortem Care	Hand Hygiene
Interim Guidance for Outpatient & Ambulatory Care Settings		
Using Personal Protective Equipment		
Hand Hygiene		
<u>COMMUNITY LOCATIONS</u>	Critical Infrastructure Employees	Collection and Submission of Postmortem Samples
		Cleaning and Waste Disposal
	Schools and Childcare programs	Transportation of Human Remains
		Interim Guidance for Critical Infrastructure Employees
		Cleaning and Disinfecting your Facility
		K-12 and Childcare Interim Guidance
	Colleges and Universities	Cleaning and Disinfecting your Facility
		FAQ for Administrators
		Parent and Teacher Checklist
		Interim Guidance for Colleges & Universities
	Gathering and Community events	Cleaning and Disinfecting your Facility
		Guidance for Student Foreign Travel
		FAQ for Administrators
		Interim Guidance for Mass Gatherings and Events
		Election Polling Location Guidance
	Events FAQ	

	Community and Faith based organizations	Interim Guidance for Organizations Cleaning and Disinfecting your Facility
	Businesses	Interim Guidance for Businesses
	Parks & Rec. Facilities	Guidance for Administrators of Parks
	Law Enforcement	What Law Enforcement Personnel Need to Know about COVID-19
	Homeless Service Provider	Interim Guidance for Homeless Service Providers
	Retirement Homes	Interim Guidance for Retirement Communities
		FAQ for Administrators
	Correction & Detention Facilities	Interim Guidance for Correction & Detention Facilities
FAQ for Administrators		
<u>HOME SETTING</u>	Preventing Getting Sick	How to Protect Yourself and Others
		How to Safely Sterilize/Clean a Cloth Face Covering
		Cleaning and Disinfecting your Home
		Tribal - How to Prevent the Spread of Coronavirus (COVID-19) in Your Home
		Tribal - How to Care for Yourself at Home During Covid-19
	Running Errands	Shopping for Food and Other Essential Items
		Accepting Deliveries and Takeout
		Banking
		Getting Gasoline
	If you are sick	Going to the Doctor and Pharmacy
Steps to Help Prevent the Spread of COVID19 if You are Sick		
<u>TRANSPORTATION</u>	Ships	Interim Guidance for Ships on Managing Suspected COVID-19
	Airlines	Cleaning Aircraft Carriers
		Airline Agents Interim Guidance
	Buses	Bus Transit Operator
	Rail	Rail Transit Operators
		Transit Station Workers
EMS Transport Vehicles	Interim Guidance for EMS	
Taxis and Rideshares	Keeping Commercial Establishments Safe	
RESTAURANTS & BARS		Best Practices from FDA

References:

Centers for Disease Control and Prevention (CDC). (2020, May 19). Communities, Schools, Workplaces, and Events. Information for Where You Live, Work, Learn, and Play. Retrieved from <https://www.cdc.gov/coronavirus/2019-ncov/community/index.html>.

United States Environmental Protection Agency (EPA). (2020, April 30). EPA, CDC Release Guidance for Cleaning and Disinfecting Spaces Where Americans Live, Work, and Play. Guidance helps facilities and families implement Opening Up America Again guidelines. Retrieved from <https://www.epa.gov/newsreleases/epa-cdc-release-guidance-cleaning-and-disinfecting-spaces-where-americans-live-work-and>

United States Environmental Protection Agency (EPA). (2020, June 17). List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19). Retrieved from <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19>

White House. (2020). Guidelines. Opening up America Again. Retrieved from <https://www.whitehouse.gov/openingamerica/>