This guidance provides recommendations on the cleaning and disinfection of rooms or areas occupied by those with suspected or with confirmed COVID-19. It aims at limiting the survival of the virus in key environments. These guidelines are focused on non-healthcare facilities such as schools, institutions, offices, daycare centers, businesses, and community centers that do not house persons overnight. These guidelines are not meant for cleaning in healthcare facilities, households, or other locations for which specific guidance already exists.

Additional Considerations

1. The principal mode by which people are infected with SARS-CoV-2 (the virus that causes COVID-19) is through exposure to respiratory droplets carrying infectious virus. It is possible for people to be infected through contact with contaminated surfaces or objects (fomites), but the risk is generally considered to be low.
2. Employers should 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 personal protective equipment (PPE), what PPE is necessary, how to properly don (put on), use, and doff (take off) PPE, and how to properly dispose of PPE.¹
3. Employers are required to provide well-fitting medical masks and respirators to employees working indoors in close contact with others for voluntary use. The cost of a mask or respirator may not be passed onto employees. For details, see COVID-19 Ongoing Requirements for Employers.
4. Employers must 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).¹
5. Employers must comply with OSHA’s standards on Bloodborne Pathogens (29 CFR 1910.1030), including proper disposal of regulated waste, and PPE (29 CFR 1910.132).¹
6. Always follow the directions on the cleaning and disinfecting chemical product labels.

<table>
<thead>
<tr>
<th>Routine Cleaning</th>
<th>Cleaning when Someone is Sick</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Routine cleaning PLUS disinfection of the space occupied by a person confirmed to have COVID-19 and was in the facility within 24 hours. If more than 24 hours have passed since the person who is sick or diagnosed with COVID-19 has been in the space, cleaning is enough. You may choose to also disinfect depending on certain conditions or everyday practices required by your facility.</td>
</tr>
<tr>
<td>Regular cleaning practices implemented.</td>
<td></td>
</tr>
</tbody>
</table>

¹ For more information, see the guidance from the Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA).
### Personal Protective Equipment (PPE)

If chemicals are used, wear gloves to protect hands. Wear a well-fitting mask and gloves while cleaning and disinfecting.\(^1\) Be sure to refer to Safety Data Sheets or follow the instructions on the chemical label.

### Disinfectant

Use everyday janitorial cleaning supplies and disinfectants for regular surfaces such as floors, tables, desks, counters, sinks, toilets, and other hard-surfaced furniture and equipment. Use an EPA-registered disinfectant approved for emerging pathogens.\(^2\)

### Cleaning Actions

Perform the following practices:
- a) Dust hard surfaces
- b) Damp wipe hard surfaces free of debris
- c) Wet mop floors
- d) Vacuum carpet and mats

a) Open outside doors and windows in the ill occupant’s area to increase air circulation if possible.\(^1\) b) Focus on the immediate areas occupied by the person who is diagnosed with COVID-19. c) Clean and disinfect:
  - ALL non-porous surfaces especially the high-touch surfaces (e.g. desk, table, hard-backed chair, doorknob, light switch, handle, computer, keyboard, mouse, telephones) in the ill occupant’s space/office, as well as on shared equipment (like tablets, touch screens, keyboards, remote controls, and ATM machines in bathrooms and shared spaces used by the ill person, with a focus on high-touch surfaces.
  - For porous surfaces (e.g. carpet, chair) in the ill person’s space/office, remove visible contamination, clean with appropriate cleaners, and disinfect with a liquid/spray indicated for use on the material.
- d) Once thorough cleaning and disinfection have been completed space can be reoccupied.

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