

## Cleaning Directives for Offices YSU

Keeping indoor work areas clean and hygienic plays a critical part in infection control. A study finds that the coronavirus can survive on hard surfaces such as plastic and stainless steel for up to 72 hours and on cardboard for up to 24 hours. COVID-19 does not require any unique cleaning chemicals to disinfect surfaces and is easier to kill than more common viruses.

*Please note that cleaning with soap and water reduces number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.*

### Hard (Non-porous) Surfaces

Gloves may not be necessary, but if gloves are not used, hands should be washed immediately after cleaning surfaces. If you wear gloves, these should be discarded after each cleaning. If reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes. Wash hands immediately after gloves are removed.

If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.

**YSU is supplying two types of disinfectants including 70% isopropyl alcohol or a Clorox solution. 3% hydrogen peroxide also may become available. Do not mix any of these solutions together. Please be aware when choosing a disinfectant based on the statements below. All solutions are premixed and require no further action by the user.**

### Bleach

The Centers for Disease Control and Prevention recommends a diluted bleach solution (1/3 cup bleach per 1 gallon of water or 4 teaspoons bleach per 1 quart of water) for virus disinfection. Wear gloves while using bleach, and never mix it with anything except water.

**Ensure the surface is free from dirt and debris. Dry the surface, then apply the bleach solution and let it sit for at least 10 minutes before wiping it off.**

Be cautious of applying bleach to certain hard and/or soft surfaces. Bleach can corrode metal over time and bleach is harsh for some surfaces as well. Rinse surfaces with water after disinfecting to prevent discoloration or damage to the surface.

## **Isopropyl Alcohol**

Alcohol solutions with at least 70 percent alcohol are effective against the coronavirus on hard surfaces. First, clean the surface with water and detergent. **Apply the alcohol solution and let it sit on the surface for at least 30 seconds to disinfect.** Alcohol is generally safe for all surfaces but can discolor some plastics.

## **Hydrogen Peroxide**

**According to the CDC, household (3 percent) hydrogen peroxide is effective in deactivating rhinovirus, the virus that causes the common cold, within 6 to 8 minutes of exposure.**

Rhinovirus is more difficult to destroy than coronaviruses, so hydrogen peroxide should be able to break down the coronavirus in less time. **Let it sit on the surface for at least 1 minute.**

Hydrogen peroxide is not corrosive, so it's acceptable to use it on metal surfaces. But, similar to bleach, it can discolor fabrics if you accidentally get it on your clothes. Use caution in applying to certain hard and soft surfaces. Hydrogen peroxide will eventually decompose into oxygen and water.