

INFECTION PREVENTION

Cleaning, Disinfection and Hygiene

GENERAL GUIDELINES

- Follow local public health recommendations related to local infection activity and need for isolation and closing.
- Reinforce personal hygiene (hand hygiene and cough etiquette) throughout your operation.
- Provide hygiene materials such as tissues and hand sanitizer stations.
- Stock applicable disinfectant products (check with your ProGuard representative for a list of products).
- Closely monitor employee health. Encourage symptomatic employees to stay home.



SPECIFIC GUIDELINES FOR PROCEDURAL IMPLEMENTATION

GUEST ROOMS

- Thoroughly clean and disinfect all hard surfaces.

PUBLIC AREAS

- Increase cleaning and disinfecting frequency for high-touch surface areas.

PUBLIC RESTROOMS

- Clean and disinfect public restrooms as specified on the product label.
- Provide alcohol-based hand sanitizer stations just outside of public restrooms.

DINING ROOM

- Provide alcohol-based hand sanitizer stations.
- Increase cleaning and disinfecting frequency for high-touch surface areas.
- Consider offering take-out service only.

KITCHEN AND BACK OF HOUSE

- Provide alcohol-based hand sanitizer stations.

LAUNDRY

- Follow high level infection control procedures to collect laundry, such as use of individual bags for each room.

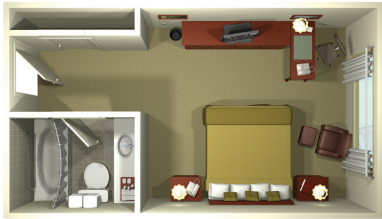
EMPLOYEES

- Closely monitor employee health. Reinforce personal hygiene and cough etiquette. Encourage symptomatic employees to stay home.
- Identify critical staff members and functions – develop a business continuity plan. Consider the ability for employees to work from home.
- Provide hand sanitizer stations, Ready to Use (RTU) disinfectant spray or wipes, and tissues for employees from list provided by your ProGuard representative.
- Have employees disinfect all personal hard surfaces referenced on the product label.
- Educate and inform all employees of infection status and proper infection control procedures.

INFECTION PREVENTION

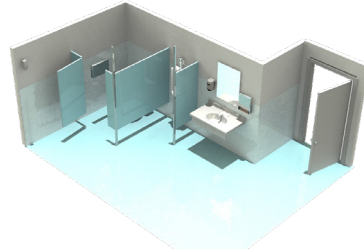
Cleaning, Disinfection and Hygiene

SPECIFIC TOUCH POINTS



GUEST ROOMS

- Door handles
- Desk, table, chairs and lamps
- Dresser drawer handle
- Light switches and thermostats
- Drapery pull handles
- Mini-bar, menu and room collateral
- Telephone and keypad, remote control keypad and alarm clock
- Television
- Safety latch and peephole
- Trash receptacle touch points
- Iron handle, hangers, and luggage rack
- Faucet and toilet handles



PUBLIC RESTROOMS

- Door handles
- Sink faucets and toilet handles
- Towel dispenser handle
- Soap dispenser push plates
- Baby changing station
- Trash receptacle touch points



LOBBY AREA AND FOOD SERVICE DINING ROOM

- Door handles, push plates, thresholds and hand railings
- Telephone and keypad
- Tables and chairs
- Coffee and beverage stations
- Vending and ice machines
- Public information kiosk
- Trash receptacle touch points
- High chairs



KITCHEN AND BACK OF HOUSE

- Door handles and push plates
- Handles of all the equipment doors and operation push pads
- Handles of the dispensers (beverage, etc.)
- Ice scoops
- Walk-in and other refrigerator handles
- Walk-in refrigerator and plastic freezer curtains
- Freezer handles
- 3-compartment sink and mop sink
- Handwashing sink handles
- Soap dispenser push plates at handwash sink
- Towel dispenser handle at handwash sink
- Trash receptacle touch points
- Cleaning tools
- Buckets
- Telephone keypad and hand set
- Manager's computer

