

Disinfecting Office Space FTOs

(Frequently Touched Objects)



1 Door Handles & Pushplates



2 Lobby & Breakroom Counters



3 Desk Phones & Mobile Phones



4 Tablets, Keyboards, Mouse & Misc. Writing/Office Tools



5 Cubicles, Desks & Conference Area Tables



6 Stair Hand Rails



7 Hand Rails on Escalators



8 Elevator Buttons, Inside and Out... Any Touch Light Switches Too.



9 Drinking Fountains



10 Vending Machines



11 Breakroom: Coffee Pots, Condiments, Counters, Tables, Chairs, Cupboard, Refrigerator & Microwave Handles



12 Restroom: Entry Doors, Partition Doors, Faucets, Dispensers, Toilets, Urinals & Flush Handles*

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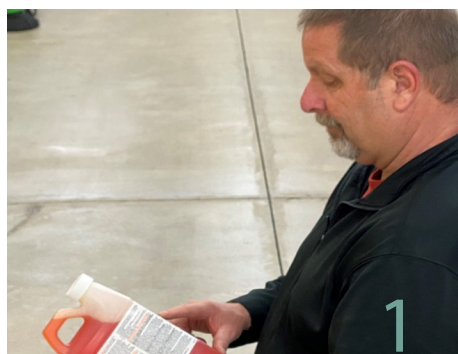
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healthy teams & facilities

Disinfectant Tips: Cleaning, Labeling & Dwell Time

In times of high viral activity, disinfect several times per shift. Associates need an ample supply of an EPA registered disinfectant. If using a spray vs. wipes, paper towels or fresh cloths and a laundry protocol should be in place.



1. READ the product label and follow instructions specifically for the targeted pathogen.



2. Surfaces should be clean and free of all visible soil prior to disinfecting.



3. Be sure the surface remains visibly wet for the dwell time noted on the product label.

*See Nichols Restroom Chart for Routine Cleaning Details