

**LLE Standard Operating Procedure****SUBJECT: LLE Cleaning and Disinfecting for COVID-19****REFERENCES:**

- a) [NYS Department of Health Interim Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19](#)
- b) [CDC Guidance for Cleaning and Disinfecting – Public Spaces, Workplaces, Businesses, Schools and Homes](#)
- c) [EPA Approved Disinfectants for Use Against SARS-CoV-2 \(COVID-19\)](#)

**1 Purpose**

- 1.1 The purpose of this Standard Operating Procedure (SOP) is provided in place of a maintenance log to describe the schedules and protocols for cleaning, disinfecting high touch surfaces, shared equipment, and areas known to have possible COVID-19 exposure within LLE.

**2 Definition**

- 2.1 **Cleaning** – removal of visible dirt, oils, food residue, etc., using soap and water or other cleaning products; does not kill germs
- 2.2 **Disinfecting** – use of an EPA approved COVID-19 chemical disinfectant after surfaces have been cleaned
- 2.3 **Fogging** – use of a piece of equipment that sprays disinfectant in an aerosol state to cover all surfaces in an area efficiently

**3 Scope**

- 3.1 Coronaviruses on surfaces and objects naturally die within hours to days.
- 3.2 Normal routine cleaning with soap and water removes germs and dirt from surfaces. It lowers the risk of spreading COVID-19 infection
- 3.3 Disinfectants kill germs on surfaces, and must be used on clean surfaces to be effective.

**4 Training**

- 4.1 The information in G\_010 Environmental Service Worker Safety Training, G\_015 LLE COVID-19 Safety Training and in-person instruction for specialized equipment such as foggers, provide sufficient training for safe use of disinfectants.

**5 Procedures and Protocols**

5.1 In order to maintain compliance with NYS Higher Education Research Guidelines for re-opening the following criteria must be met:

5.1.1 Routine cleaning: As part of standard infection control practices, routine cleaning should be rigorous and ongoing, and time should be allocated for individuals to routinely clean. Surfaces touched most frequently should be prioritized for routine cleaning because these surfaces can be reservoirs for germs and an exposure pathway for transmission to people through contact with these surfaces.

5.1.1.1 Environmental Service Workers (ESW's) use EPA approved disinfectant products per directions provided on the label on frequently touched surfaces such as door handles, restrooms, hand rails and other hard surfaces, at least once per day. ESW's shall wear impervious gloves (e.g., rubber, nitrile, latex) and safety eyewear when cleaning.

5.1.1.2 Operators, Principle Investigators, and Shot Directors in the EP and OMEGA Control Rooms and Conference Rooms use EPA approved disinfectant products (typically Oxivir TB) per directions provided on the label to disinfect their workstations, including but not limited to desk, keyboard, mouse, phone, headset station, drawer handles and arms of chairs, before each shift.

5.1.1.3 Individuals are instructed to use disinfectant on shared tables, and countertops before preparing food or eating.

5.1.2 Disinfectant fogging will be performed in areas known or suspected to have had a Covid-positive exposure. Supervisors will immediately close off the affected area(s) and notify Facilities Engineer/Manager of the need for cleaning and fogging. ESW's will clean and fog the area(s) before occupants are permitted to return.

5.1.3 Gloves must be discarded and hands must be washed once disinfecting is complete

**6 Responsibilities**

6.1 The Chief Safety Officer is responsible for ensuring that personnel understand this policy and are implementing it effectively.

6.2 The Facilities Engineer/Manager is responsible for managing Environmental Service Workers cleaning and disinfecting of public building areas.

6.3 OMEGA and OMEGA EP Laser Facility managers and Associate Laser Facility Managers are responsible for ensuring that Operations personnel are aware of their responsibility to clean and disinfect their workstation at the start of each shift, and that it is being done.

7 Approval

**Douglas Jacobs-Perkins**

**Chief Safety Officer, Laboratory for Laser Energetics**