



**ALICJA
RENHOLD**

Cleaning routines for service workers during outbreak of Covid-19.

CAR:

Wipe over the contact surfaces of the car with microfiber and Antibac.
Fill fuel as normal. Wash hands or use hand disinfectant after fuelling car.

BEFORE ENTERING CUSTOMERS PLACE:

Clean hands when entering customers place. Use one pair of gloves at a time.
Change gloves according to normal procedures. Used gloves must be stored and disposed of properly. Remove gloves after leaving the residence.
Apply clean water or Antibac product to a clean microfiber cloth and then clean the mop shaft, bucket handle, vacuum cleaner handle and other relevant equipment in between each customer. Wipe dry (with a dry and clean) microfiber cloth. Place cloth in dirty cloth zone, and clean water in clean zone.

WHEN MEETING THE CUSTOMER:

Do not shake hands with customers. Encourage the customer to stay 2 meters away.
When the customer is in one room, we clean the other rooms. Ask the customer to move to another room when you clean.

CLEANING THE PLACES:

We clean using microfiber and cleaning products according to the current procedure.

LUNCH BREAK:

Wash your hands before and after lunch break. Use soap and water or antibac

MOBILE PHONE:

Wipe over the mobile phone with microfiber on a regular basis.

WORKWEAR:

Workwear must be washed with detergent each day.

CUSTOMERS WHO WANTS US TO USE THEIR OWN EQUIPMENT:

Our equipment left in the car while clean microfiber cloths and mops, as well as empty bag for dirty equipment. The customer's equipment is washed with microfiber and water or antibac before use.

WHEN HANDLING KEYS:

Wash hands before and after handling keys. Wipe and clean all surfaces where keys have been laid or handled.

Your manager will give you information and training if any extra measures for hygiene needed.