

KÄRCHER

WHEN HYGIENE MATTERS MOST

Protect your
people as they
return to work.



BEFORE YOUR EMPLOYEES RETURN TO THE WORKPLACE, YOU NEED TO HAVE THE RIGHT CLEANING PROCEDURES IN PLACE TO MINIMISE THE RISK OF POSSIBLE INFECTION.

You may have been asked by your employees/staff what precautions have been made to ensure their work environment is safe/hygienic/ clean to return to work.

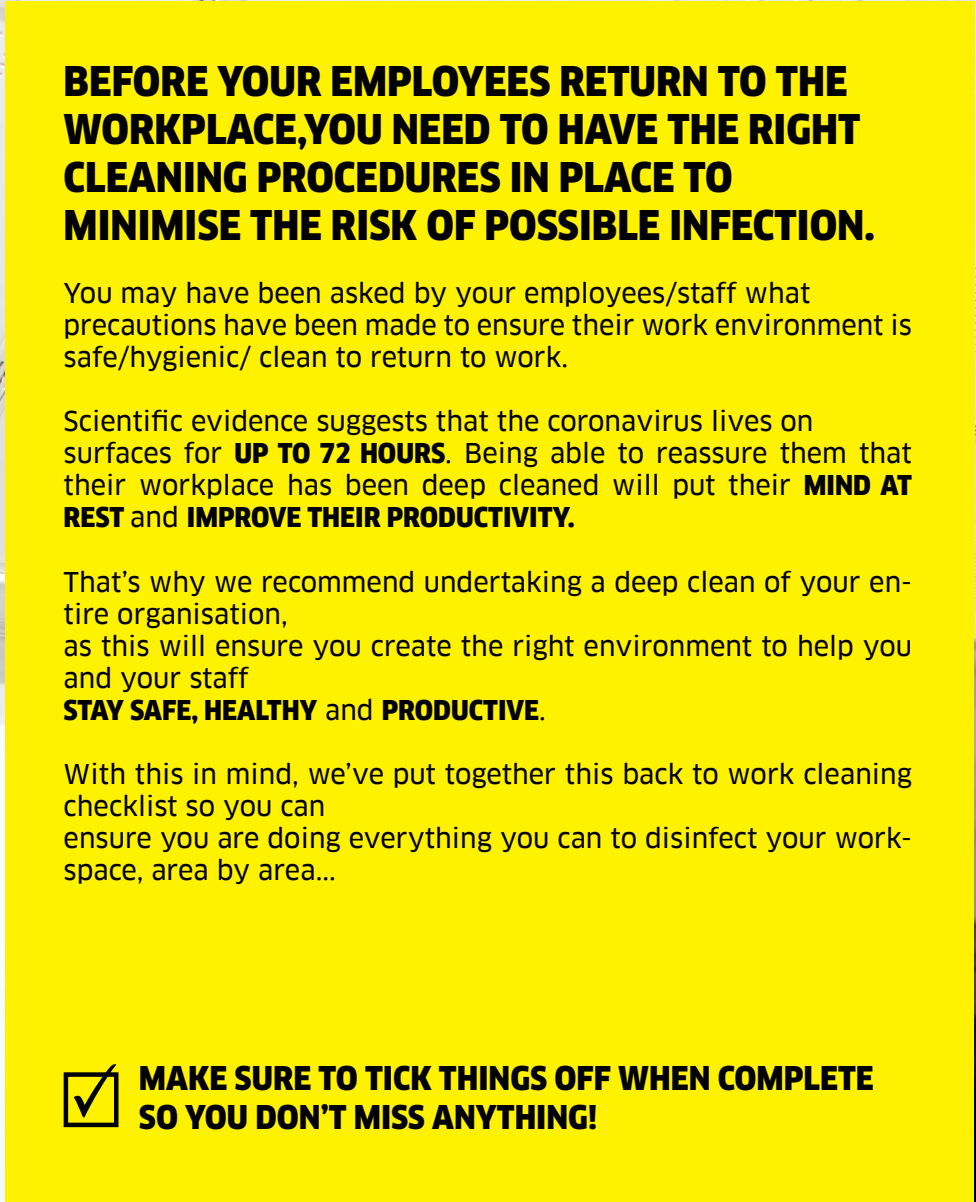
Scientific evidence suggests that the coronavirus lives on surfaces for **UP TO 72 HOURS**. Being able to reassure them that their workplace has been deep cleaned will put their **MIND AT REST** and **IMPROVE THEIR PRODUCTIVITY**.

That's why we recommend undertaking a deep clean of your entire organisation, as this will ensure you create the right environment to help you and your staff **STAY SAFE, HEALTHY** and **PRODUCTIVE**.

With this in mind, we've put together this back to work cleaning checklist so you can ensure you are doing everything you can to disinfect your work-space, area by area...



MAKE SURE TO TICK THINGS OFF WHEN COMPLETE SO YOU DON'T MISS ANYTHING!





CLEANING PROCEDURES

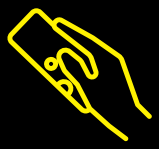
It is important that **TEAMS WHO CLEAN** also **STAY SAFE** so make sure they **WEAR PERSONAL PROTECTIVE EQUIPMENT (PPE)**, including disposable gloves and aprons.



REMEMBER - disinfection works better when the surfaces have been pre-cleaned thoroughly so always remember to **CLEAN BEFORE DISINFECTING**.



Disinfect surfaces with an **EPA-REGISTERED DISINFECTANT**



Using a disposable cloth to clean **FREQUENTLY TOUCHED SURFACES**



FOLLOW THE INSTRUCTIONS on the label of any product you're using



RECEPTION & HALLWAYS



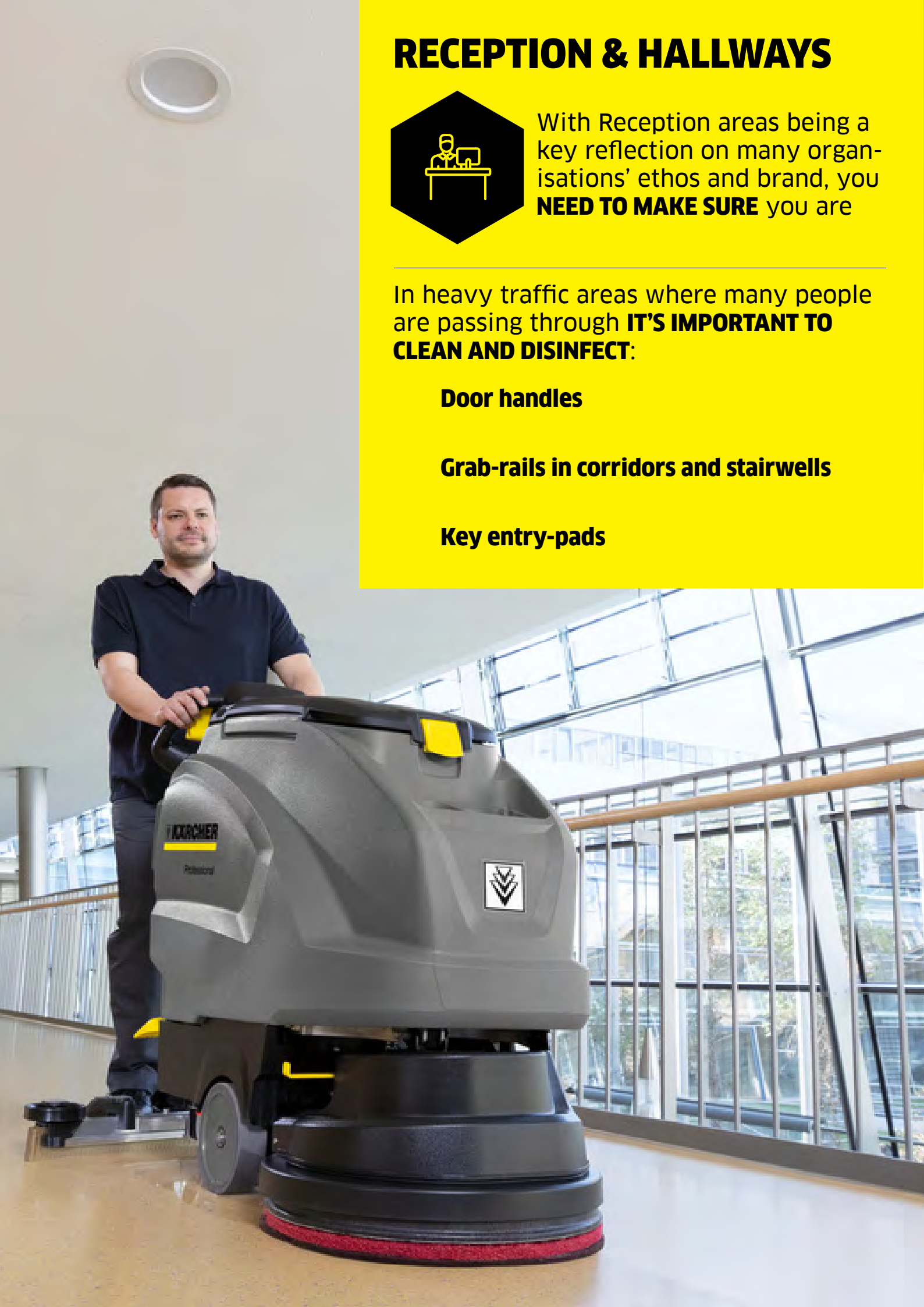
With Reception areas being a key reflection on many organisations' ethos and brand, you **NEED TO MAKE SURE** you are

In heavy traffic areas where many people are passing through **IT'S IMPORTANT TO CLEAN AND DISINFECT:**

Door handles

Grab-rails in corridors and stairwells

Key entry-pads





OFFICES

Office carpets are subject to **HEAVY TRAFFIC MAKING THEM VULNERABLE** to the build-up of dirt left behind by employees and visitors alike.

OTHER ELEMENTS YOU NEED TO CLEAN:

Door Handles

Door Entry Pads

Keyboards

Whiteboards and Pens

Conference Room Equipment

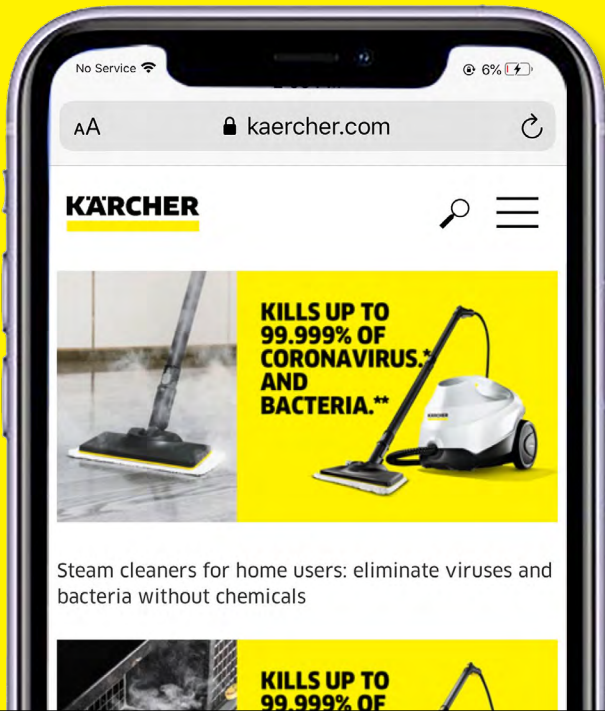
Light Switches

Countertops

Desks

Tables

Chairs and all soft furnishings including blinds



ELECTRONICS

For a lot of organisations, electronics are probably what's **TOUCHED THE MOST**, creating breeding grounds for infection. Therefore, it's important they are thoroughly cleaned and disinfected.



THESE INCLUDE:

Telephones

Headphones

Speakers

Tablets

Laptops

Mobile phones

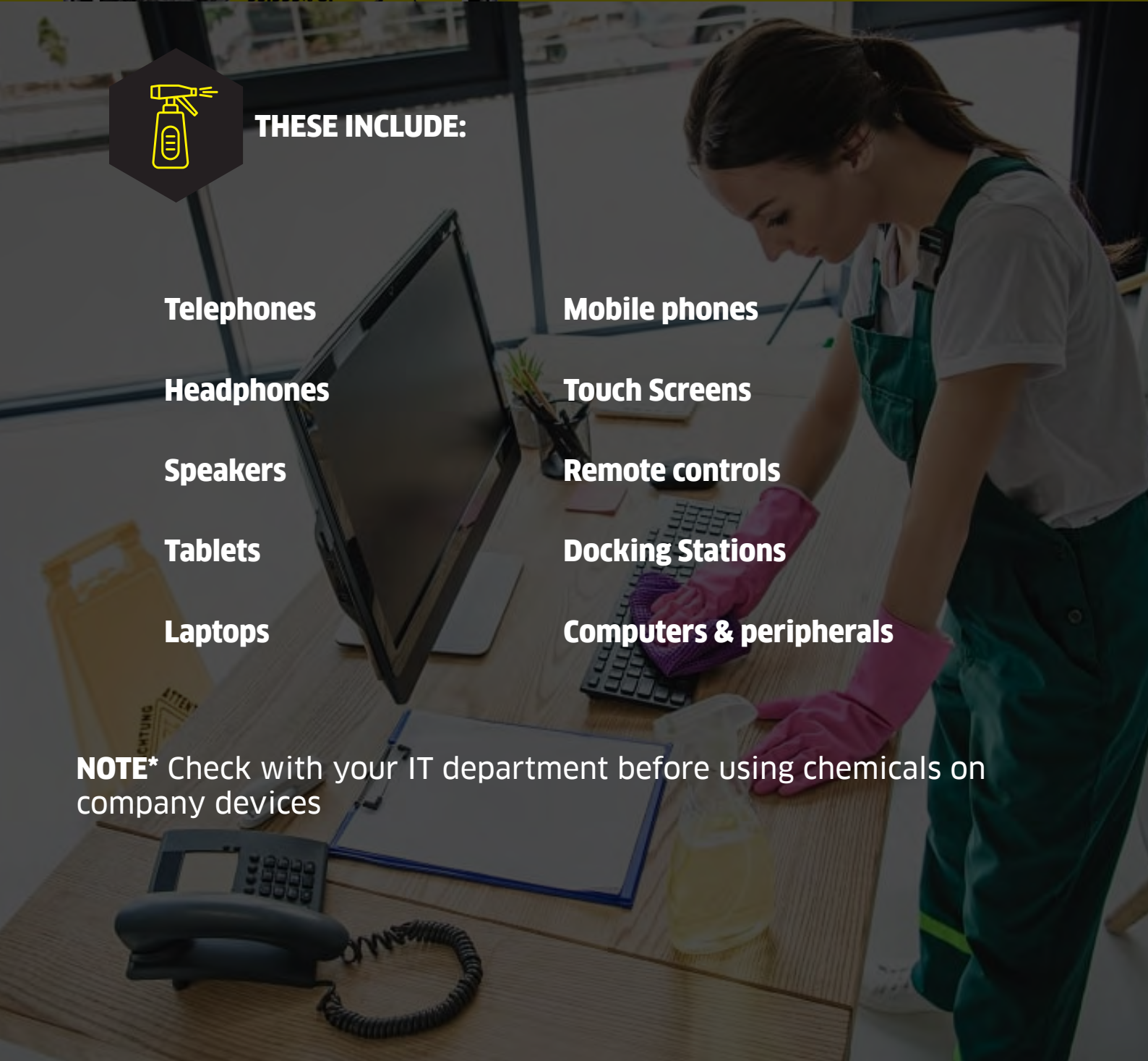
Touch Screens

Remote controls

Docking Stations

Computers & peripherals

NOTE* Check with your IT department before using chemicals on company devices





WASHROOMS



You can **IMPROVE YOUR WORKPLACE HYGIENE** by stopping the build-up of lime scale, grease and residues in toilets and washrooms. Now more importantly than ever, we can help you stay on top of cleaning and **PREVENT THE TRANSMISSION OF GERMS** in these crucial areas.

WHAT YOU NEED TO CLEAN:

Door handles

Light switches

Hand driers

**Sanitaryware - toilets,
urinals, basins and taps**

Floors

Countertops

Changing Stations

**Showers and
surrounding areas**



TOILETS AND SINKS

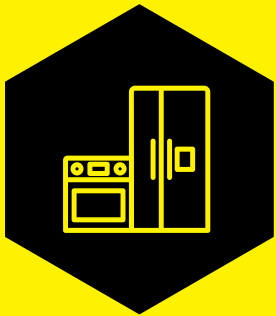
Our advice is to **TURN ON THE TAPS** and leave them **RUNNING FOR 15 MINUTES** (if they haven't been used in at least 2 weeks) to remove any bacteria that's built up - this is important as it will **CLEAR ANY BACTERIA SUCH AS LEGIONNAIRES DISEASE**

Use a toilet-specific cleaner to disinfect the inside of the basin

Scrub with a toilet brush before flushing

Clean the outside of the toilet with soap, water and disinfectant





KITCHENS

Hygiene in your kitchens **SHOULD BE YOUR NUMBER ONE PRIORITY**. Your employees **NEED TO KNOW WITH CONFIDENCE** that when they use shared kitchens at your premises.

KITCHEN EQUIPMENT - Deep clean or sanitise kitchen utensils like forks, knives and spoons at a temperature of over 60°C.

Turn on the taps and leave them running for 15 minutes

Kettles - if kettles have been left for long period of time with stale water inside, now would be a good opportunity to descale and clean them.

Water-dispensers

Fridges - interiors and exteriors

WHAT ELSE YOU NEED TO CLEAN:

Sinks and taps

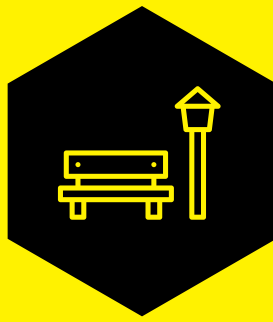
Doors and door handles

Light switches

Floors

Cupboards, drawers and handles

Countertops



PUBLIC AREAS

This can include, canteens, communal areas or employee break-out spaces. These are **REGULARLY USED** and require a combination of **MAINTENANCE, INTERIM** and **DEEP-CLEANING METHODS** to maintain a **CLEAN** and **HYGIENIC ENVIRONMENT FOR EVERYONE** concerned.

WHAT ELSE YOU NEED TO CLEAN:

Floors

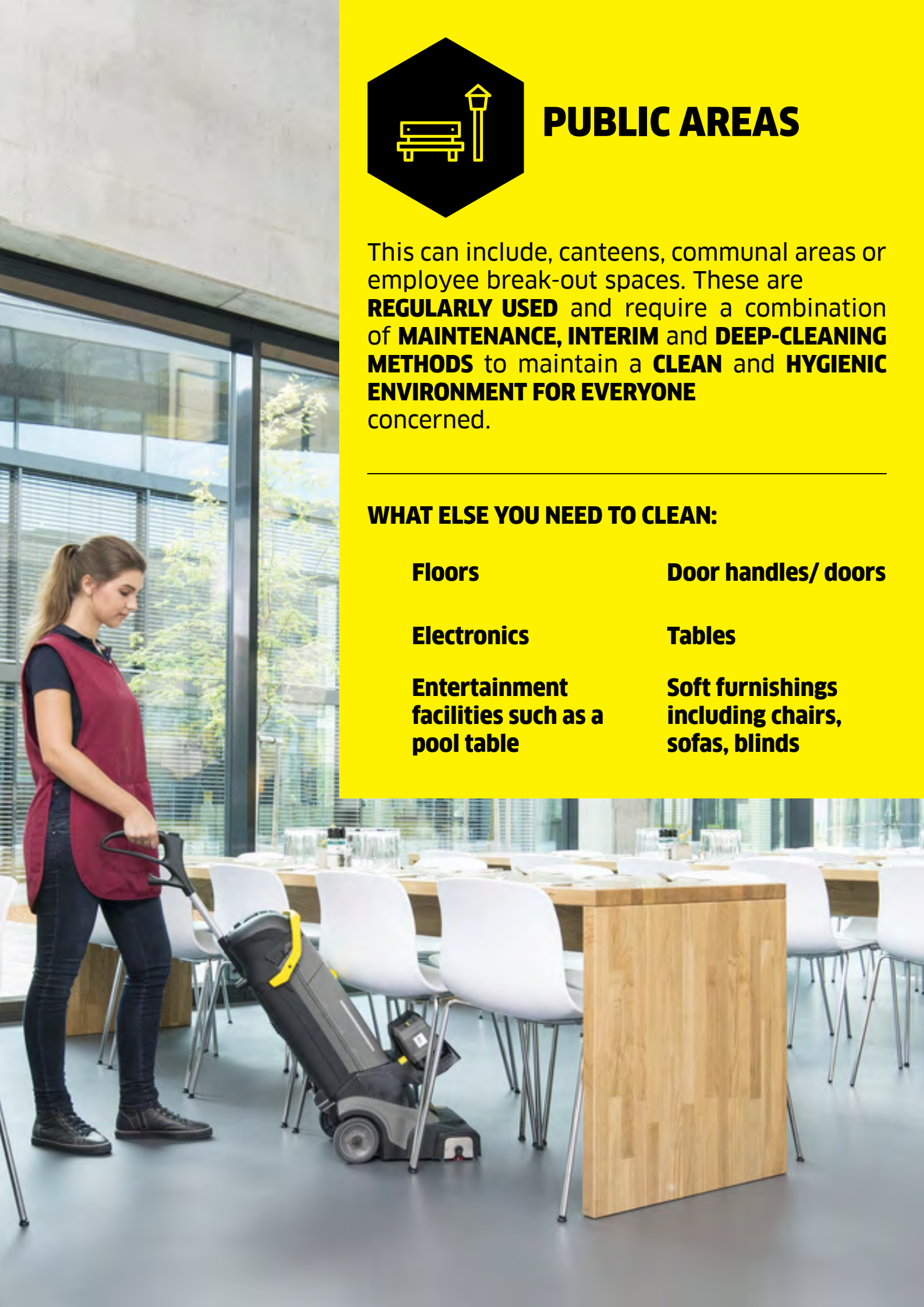
Door handles/ doors

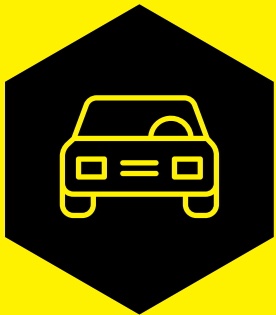
Electronics

Tables

Entertainment facilities such as a pool table

Soft furnishings including chairs, sofas, blinds





PUBLIC AREAS

DON'T LET CLEANING TAKE A BACK-SEAT when it comes to your car fleet.

AREAS TO CLEAN:

Door handles

Steering wheel

Rear-view mirror

Gear stick

Hand brake

Glove compartment

All other frequently touched surfaces



LAUNDRY

Laundry the following items according to the manufacturer's instructions, using the **HOTTEST APPROPRIATE TEMPERATURE SETTING, IDEALLY 60°C** or **ABOVE**.

Hand towels

Uniforms

Curtains

Any other linens



WHAT WE'RE DOING AT KÄRCHER

As an **ESSENTIAL BUSINESS** we will remain open to **SUPPORT YOU**, while ensuring we **PROTECT OUR STAFF** and **COMPLY WITH CURRENT GOVERNMENT DIRECTION**.

Our customer service teams are working safely from home and are able to respond to your calls or email as normal. We will continue to monitor the situation and do all we can to **PROTECT OUR VALUED TEAM AND CUSTOMERS**.