

Managing Cleaning Equipment, Products and PPE

1. Purpose

This protocol is to provide an outline of the proper storage, use and disposal of cleaning and disinfecting agents, as well as the use of PPE (personal protective equipment) by clubs using City of Cockburn facilities.

2. PPE (Personal Protective Equipment)

All persons cleaning an area must be equipped with appropriate PPE. This includes disposable gloves and safety eyewear to protect against chemical splashes. If there is visible contamination with respiratory secretions or other body fluids in the area, the cleaning person should also wear a disposable apron.

PPE should not be shared. Ensure each person tasked with cleaning is to be issued with their own set of PPE for items that are not disposable, eg safety glasses.

Clean your hands using soap and water for at least 20 seconds, or where this is not possible use hand sanitiser before putting on and after removing PPE.

Store PPE away from areas that are likely to be exposed to incidental contact or contamination by other people, for example, high traffic areas.

Wear gloves when cleaning. Gloves should be discarded after each use. If it is necessary to use reusable gloves, gloves should only be used for COVID-19 related cleaning and should not be used for any other purposes **or** shared between users. Wash reusable gloves with detergent and warm water after use and allow to dry.

3. Disposal or cleaning of materials and PPE

Once cleaning and disinfection is complete, place disposable cloths, PPE and covers in a plastic rubbish bag, place it inside another rubbish bag (double-bagging) and dispose of the bag in the general waste.

Reusable cloths, PPE and covers should be washed in a regular cycle wash using the warmest possible setting with normal washing detergent. Avoid shaking out the items before placing in the washing machine.

Wear disposable gloves to handle used cloths, PPE and covers. Wash your hands thoroughly with soap and water for at least 20 seconds after removing the gloves.

Regularly wash the hamper in which used PPE is stored while it is waiting to be laundered. If the hamper is not washable, use a disposable lining, and replace regularly.

Reusable, non-washable PPE such as eye protection, should be wiped clean with a detergent solution first, then wiped over with a disinfectant, and left to air dry. Smearing or residues might

COVID-19: Cleaning Protocols for Clubs

result, and this can be cleaned off by using more detergent solution and rinsing clean only after the disinfectant has dried.

4. Suitable Products for Disinfecting

For soft or porous surfaces:

Disinfectant is not suitable on fabric surfaces as it only works with extended contact time with the surface. It is advisable that fabric surfaces, are not used at this time.

For hard surfaces:

Disinfectants containing ≥ 70% alcohol, quaternary ammonium compounds, chlorine bleach or oxygen bleach are suitable for use on hard surfaces. Pre-packaged/pre-mixed solutions purchased from the supermarket are recommended by the City and these will be labelled as 'disinfectant' on the packaging.

Combined detergent/disinfectant wipes can be used. Please follow instructions on the packaging.

Solutions that require dilution are not recommended for use for safety of the user.

5. Using Disinfectants Safely

Follow all manufacturers' instructions and maintain the Safety Data Sheet (SDS) in an available location for users and other leaders within the organisation. Do not mix different types of disinfectants together.

Store your disinfectants safely and securely, out of direct sunlight and away from heat sources.

For spraying or misting products, spray directly into the cleaning cloth to dampen the cloth for use.

Take care not to generate a mist that can be inhaled or affect eyes and skin.

PPE to use disinfectants includes:

- gloves, elbow-length if available, and
- eye protection (safety glasses, not prescription glasses).

6. Records Management

Clubs are advised to maintain Safety Data Sheets for all chemicals that they use, including cleaning and disinfecting agents.

These SDS must be readily accessible for all persons involved in using, handling or storing the chemical at the site, emergency service workers, and anyone else who may be exposed to the chemical.

Electronic copies of most SDS available on their websites.

Sometimes SDS are amended by the manufacturer. Clubs are advised to regularly update the SDS held. Creating a register of all SDS required will assist with managing this process.



COVID-19: Cleaning Protocols for Clubs



7. More Information

Safe Work Australia Safety Data Sheet page <https://www.safeworkaustralia.gov.au/sds>

Australian Government Department of Health

Coronavirus (COVID-19) Information about routine environmental cleaning and disinfection in the community <https://www.health.gov.au/resources/publications/coronavirus-covid-19-information-about-routine-environmental-cleaning-and-disinfection-in-the-community>

COVID Safety Guidelines – Sport and Recreation - <https://www.wa.gov.au/sites/default/files/2020-05/COVID-19-Safety-Guidelines-Sport-and-Recreation.pdf>