

Month, Year: _____

Arc Wayne-Main Facility Disinfecting Checklist

Upstairs Conference/ Break Rooms																															
Disinfect door handles and jams, light switches, table tops, chairs, counters, dispenser, fridge handles, microwaves, and sinks	Time																														
	Initials																														
	Time																														
	Initials																														

Elevator	Shift	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Disinfect elevator controls/buttons, handrails, door rim & stopper.	Time																															
	Initials																															
	Time																															
	Initials																															

When using an electrostatic sprayer on an area, place an "ES" above the staff initial for that area.

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Reviewed By:

_____ Name	_____ Title	_____ Date
_____ Name	_____ Title	_____ Date
_____ Name	_____ Title	_____ Date
_____ Name	_____ Title	_____ Date