Month:

Front doors & Main Reception Area	**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 entry doors, door jambs, door handles, auto door buttons, seating benches, bench 'touch' areas, waiting area furniture, light switches, hand sanitizer dispensers, daycare payment box, window counter	Time																															
	Initials																															
	Time																															
	Initials																															
Large Girls/Boys Restrooms	**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 door push plates and jambs, seating bench, bench 'touch' areas, stall doors and 'touch areas', toilet paper dispensers, sanitary disposal boxes, commodes, soap dispensers, faucets, paper towel dispensers, garbage can, light switches.	Time																															
	Initials																															
	Time																															
	Initials																															
Hallways	**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 all interior & exterior doors push plates & jambs, automatic door opener buttons, hand sanitizer dispensers, water fountains.	Time																															
	intials																															
	Time																															
	Initials																															
Adult Restrooms #37, #84, & # 94A	**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 door, push plates and jambs, light switch, sink, faucet, paper towel dispenser, commode, toilet paper dispenser, sanitary disposal boxes, counter and locker doors in #94A	Time																															
	Initials																															
	Time																															
	Initials																															

Month:

Staff Lounge	**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 doors, push plates and jambs, fridge door handle, microwave, countertop, sink, sink faucet, towel dispenser, soap bottle, phone on the wall, tables, chairs, and vending machine buttons.	Time																														
	Initials																														
	Time																														
	Initials																														
Conference Room	**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 entry door jam, door handles, seating area furniture, table, counter top, light switches.	Time																														
	Initials																														
	Time																														
	Initials																														

Every area to be disinfected with an electrostatic sprayer according to the color map for RCC. Pink and Blue areas are to be sprayed daily. Yellow areas are to be sprayed weekly. Unmarked areas are to be sprayed every two weeks.

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