

March 16, 2020  
EA - 139

TO: ALL CHIEF OFFICERS  
ALL ADMINISTRATIVE SITES

FROM: CHIEF DEPUTY DAVID R. RICHARDSON JR.  
CHIEF DEPUTY DAWNNA B. LAWRENCE

SUBJECT: **DISINFECTANTS FOR USE AGAINST COVID-19**

DISPOSITION: RETAIN IN BRIEFING MANUAL UNTIL JUNE 30, 2020;  
THEN DISCARD

As directed in EA-137, *COVID-19 Department Reference*, dated March 16, 2020, all Department personnel shall:

- Thoroughly clean workstations daily or at change of shift, particularly if they are shared workspaces. Use the appropriate disinfectant with a focus on screens, telephones, keyboards, computer mice, etc.
- Thoroughly clean common areas in the fire stations and other workspaces with disinfectant daily, with special focus on restrooms, kitchens, sleeping quarters, and apparatus cabs.
- Disinfect all durable medical equipment after each patient contact.

The disinfectants shown on the attachment (Attachment I) are approved by the Environmental Protection Agency (EPA) for use against COVID-19 and are available to order from the Department Warehouse via the Barcloud system.

**All Operations Personnel shall:**

- Utilize the disinfectants identified on Attachment I to comply with EA-137, dated March 16, 2020.
- Utilize the disinfectants per the manufacturer's instructions on the product label to ensure effectiveness and maximize product availability.
  - Note the minimum contact time, identified in the table, for each product.

**All Site Supervisors shall:**

- Ensure compliance with this directive and EA-137, dated March 16, 2020.
- Order appropriate quantities of disinfectants from the Warehouse via the Barcloud system; however, do not hoard supplies.

**All Managers shall:**

- Ensure compliance with this directive and EA-137, dated March 16, 2020.
- Ensure stations and sites under their command have appropriate disinfectants, reallocate supplies as necessary, and prevent hoarding of supplies.

Additional information regarding cleaning and disinfecting procedures to combat COVID-19 is located on the attached documents:

- *General Cleaning Guidance for Respiratory Illness in Group Settings*, from the County of Los Angeles Department of Public Health (Attachment II).
- *Clean & Disinfect; Interim Recommendations for US Households with Suspected/Confirmed Coronavirus Disease 2019* from The Centers for Disease Control and Prevention (CDC) (Attachment III).




If you have any questions, please contact your jurisdictional assistant fire chief.

DRR:DBL:sf

Attachments

**ALL PERSONNEL SHALL READ AND INITIAL**  
"A" "B" "C"

DISINFECTANTS  
PACOIMA WAREHOUSE

	Super Sani-Cloth® Germicidal Disposable Wipe	Sani-Cloth® AF3 Germicidal Disposable Wipe	Zep Spirit II
Warehouse ID	M21	GG1	G04
Warehouse Description	WIPES- (EQUIPMENT) - (6/CS)	WIPE SANI CLOTH	CLEANER-GERM- SPIRIT-(12/CS)
Common Name	"Purple Top"	"Grey Top"	Spirit
EPA ID	9480-4	9480-9	1839-83
Contact Time	2 Minutes	3 Minutes	2 Minutes
Usage Notes	Disinfectant wipes for apparatus, medical equipment, and other hard surfaces. Utilize Spirit II for routine disinfection of hard surfaces in the station.	Alcohol free disinfectant wipes intended for use on electronic devices.	General cleaner and disinfectant solution for use on hard surfaces in the station.
Photo			

\* Note that the photograph of M21 WIPES-(EQUIPMENT)-(6/CS) on the Barcloud system shows a red top container.

**NOTE:** If an EPA-registered disinfectant is not available, use a fresh 2% chlorine bleach solution (approximately 1 tablespoon of bleach in 1 quart of water). Prepare the bleach solution daily or as needed.



## General Cleaning Guidance for Respiratory Illness in Group Settings

*This information is for people who clean public places like hotels, churches, and schools. It does NOT replace routine cleaning and disinfection procedures but provides **additional** information for cleaning to prevent the spread of respiratory viruses like the one that causes Coronavirus Disease-2019. (COVID-19)*





Staff should use protective clothing and equipment as described in their work policies and procedures. There is **no** need for special clothing or equipment, like masks or coveralls, beyond what is usually required for regular cleaning.

### Clean all frequently touched items.

Clean all “high-touch” surfaces such as counters, tabletops, doorknobs, light switches, bathroom fixtures, toilets, trash cans, phones, remote controls, keyboards, tablets, and bedside tables. Use an Environmental Protection Agency (EPA)-registered product that cleans (removes germs) and disinfects (kills germs). Always follow the instructions on the labels of cleaning products and disinfectants.

	<p><b>Hard surfaces:</b></p> <ul style="list-style-type: none"> <li>• Clean and disinfect hard surfaces and objects.</li> <li>• Wash stained surfaces with a general household cleaner to remove dirt, germs, and grease. Rinse with water, then use an EPA-registered disinfectant. Follow the manufacturer’s recommended concentration, use, and contact time.</li> <li>• If an EPA-registered disinfectant is not available, use a fresh 2% chlorine bleach solution (approximately 1 tablespoon of bleach in 1 quart of water). Prepare the bleach solution daily or as needed. Test strips can be used to check if the solution is the right strength.</li> <li>• 70% alcohol-based disinfectants are recommended to prevent the spread of viruses but the alcohol can evaporate quickly and not fully disinfect. If you use these products, follow the contact times in the instructions.</li> </ul>
	<p><b>Carpets, couches, and other porous (absorbent) surfaces:</b></p> <ul style="list-style-type: none"> <li>• Vacuum to keep dust from spreading and going into the air.</li> <li>• Spot-clean spills of bodily fluid promptly following policies and procedures.</li> <li>• Deep clean carpets, avoiding splashing as much as possible</li> <li>• Use steam cleaners to clean carpets and other porous surfaces if needed.</li> </ul>

## General Cleaning Guidance for Respiratory Illness in Group Settings

	<p><b>Linens:</b></p> <ul style="list-style-type: none"> <li>• Wash sheets, blankets, towels, curtains and other linens with household laundry soap and hot water (167 °F or more). Dry on a high heat setting according to policies and procedures.</li> </ul>
	<p><b>Utensils and tools:</b></p> <ul style="list-style-type: none"> <li>• Clean and sanitize plates, glasses, and silverware in a dishwasher or by hand with soap, hot water, and an EPA approved sanitizer.</li> <li>• Clean mops and cloths with soap and hot water and sanitize with an EPA-registered disinfectant or bleach solution and allow to dry. Use single-use, disposable mop heads and/or cloths as an alternative.</li> <li>• Read directions carefully when using disinfecting wipes on electronics. Check that the electronics can withstand the use of multiple wipes that are needed to keep the surface wet long enough to meet the required contact time.</li> </ul>
	<p><b>Trash disposal:</b></p> <ul style="list-style-type: none"> <li>• Wear gloves when handling trash or waste.</li> <li>• Ensure that trash is thrown into sturdy, leak-proof (e.g. plastic) bags that are tied shut, placed directly into trash bins and disposed of regularly.</li> <li>• Handle medical waste (such as needles) according to policies and procedures.</li> <li>• After cleaning and throwing away waste, remove gloves and wash hands.</li> </ul>
	<p><b>Other general cleaning guidance:</b></p> <ul style="list-style-type: none"> <li>• Immediately throw away all disposable cleaning items.</li> <li>• Wash hands frequently, including after emptying waste baskets and touching tissues and similar waste.</li> <li>• Wash your hands thoroughly and often with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains at least 60% alcohol. See Public Health’s guidance on the correct way to wash your hands. <a href="http://publichealth.lacounty.gov/acd/handwash.htm">http://publichealth.lacounty.gov/acd/handwash.htm</a></li> </ul>

# Coronavirus Disease 2019 (COVID-19)

## Clean & Disinfect

Interim Recommendations for US Households with Suspected/Confirmed Coronavirus Disease 2019

### Background

There is much to learn about the novel coronavirus that causes [coronavirus disease 2019](#) (COVID-19). Based on what is currently known about the novel coronavirus and similar coronaviruses that cause SARS and MERS, spread from person-to-person with these viruses happens most frequently among close contacts (within about 6 feet). This type of transmission occurs via respiratory droplets. On the other hand, transmission of novel coronavirus to persons from surfaces contaminated with the virus has not been documented. Transmission of coronavirus occurs much more commonly through respiratory droplets than through fomites. Current evidence suggests that novel coronavirus may remain viable for hours to days on surfaces made from a variety of materials. Cleaning of visibly dirty surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in households and community settings.

### Purpose

This guidance provides recommendations on the cleaning and disinfection of households where [persons under investigation \(PUI\)](#) or those with confirmed COVID-19 reside or may be in self-isolation. It is aimed at limiting the survival of the virus in the environments. These recommendations will be updated if additional information becomes available.


These guidelines are focused on household settings and are meant for the general public.

- **Cleaning** refers to the removal of germs, dirt, and impurities from surfaces. Cleaning does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.
- **Disinfecting** refers to using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface *after* cleaning, it can further lower the risk of spreading infection.

### General Recommendations for Routine Cleaning and Disinfection of Households


Community members can practice routine cleaning of frequently touched surfaces (for example: tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks) with household cleaners and EPA-registered disinfectants that are appropriate for the surface, following label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.



## General Recommendations for Cleaning and Disinfection of Households with People Isolated in Home Care (e.g. Suspected/Confirmed to have COVID-19)

- Household members should educate themselves about COVID-19 symptoms and preventing the spread of COVID-19 in homes.
- **Clean and disinfect high-touch surfaces daily in household common areas (e.g. tables, hard-backed chairs, doorknobs, light switches, remotes, handles, desks, toilets, sinks)**
  - In the bedroom/bathroom dedicated for an ill person: consider reducing cleaning frequency to **as-needed** (e.g., soiled items and surfaces) to avoid unnecessary contact with the ill person.
    - As much as possible, an ill person should stay in a specific room and away from other people in their home, following [home care guidance](#).
    - The caregiver can provide personal cleaning supplies for an ill person's room and bathroom, unless the room is occupied by child or another person for whom such supplies would not be appropriate. These supplies include tissues, paper towels, cleaners and EPA-registered disinfectants (examples at [this link](#)  [↗](#) ).
    - If a separate bathroom is not available, the bathroom should be cleaned and disinfected after each use by an ill person. If this is not possible, the caregiver should wait as long as practical after use by an ill person to clean and disinfect the high-touch surfaces.
- Household members should follow [home care guidance](#) when interacting with persons with suspected/confirmed COVID-19 and their isolation rooms/bathrooms.

## How to clean and disinfect:

### Surfaces

- Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. If reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes. Consult the manufacturer's instructions for cleaning and disinfection products used. [Clean hands](#) immediately after gloves are removed.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.
  - Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.
    - Prepare a bleach solution by mixing:
      - 5 tablespoons (1/3<sup>rd</sup> cup) bleach per gallon of water or
      - 4 teaspoons bleach per quart of water
  - [Products with EPA-approved emerging viral pathogens claims](#)  [↗](#) are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
  - Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely, or

Use products with the EPA-approved emerging viral pathogens claims (examples at [this link](#)   ) that are suitable for porous surfaces.

## Clothing, towels, linens and other items that go in the laundry

- Wear disposable gloves when handling dirty laundry from an ill person and then discard after each use. If using reusable gloves, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other household purposes. [Clean hands](#) immediately after gloves are removed.
  - If no gloves are used when handling dirty laundry, be sure to wash hands afterwards.
  - If possible, do not shake dirty laundry. This will minimize the possibility of dispersing virus through the air.
  - Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry from an ill person can be washed with other people's items.
  - Clean and disinfect clothes hampers according to guidance above for surfaces. If possible, consider placing a bag liner that is either disposable (can be thrown away) or can be laundered.


## Hand hygiene and other preventive measures

- Household members should [clean hands](#) often, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Household members should follow normal preventive actions while at work and home including recommended [hand hygiene](#) and avoiding touching eyes, nose, or mouth with unwashed hands.
  - Additional key times to clean hands include:
    - After blowing one's nose, coughing, or sneezing
    - After using the restroom
    - Before eating or preparing food
    - After contact with animals or pets
    - Before and after providing routine care for another person who needs assistance (e.g. a child)

## Other considerations

- The ill person should eat/be fed in their room if possible. Non-disposable food service items used should be handled with gloves and washed with hot water or in a dishwasher. [Clean hands](#) after handling used food service items.
- If possible, dedicate a lined trash can for the ill person. Use gloves when removing garbage bags, handling, and disposing of trash. [Wash hands](#) after handling or disposing of trash.
- Consider consulting with your local health department about trash disposal guidance if available.

## Additional Resources

- [OSHA COVID-19 Website](#) 
- [CDC Home Care Guidance](#)



