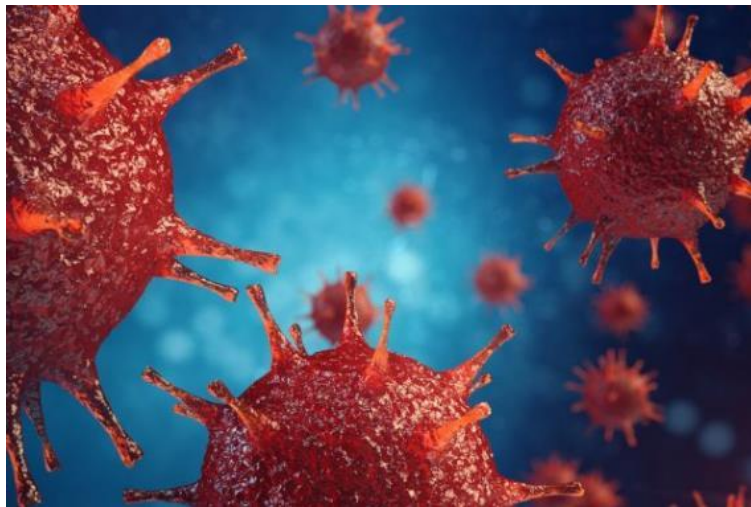


Emergency Planning Coronavirus



***CORONAVIRUS (COVID-19 or SARS-CoV-2)
Emergency Planning for Businesses***

CORONAVIRUS (COVID-19 or SARS-CoV-2) is heading towards a Public Health Emergency of International Concern (PHEIC).

There could be a "very significant expansion" of the number of cases of coronavirus in the UK, Prime Minister Boris Johnson has warned, adding "The most important thing now is that we prepare against a possible very significant expansion of coronavirus in the UK population."

What is Coronavirus (COVID-19 OR SARS-CoV-2)

According to the World Health Organization, Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS-CoV) and Severe Acute Respiratory Syndrome (SARS-CoV).

Protecting your Workforce against Novel Coronavirus

We understand that the workplace is one of the most concerning places in which diseases are spread; spending so much time in confined spaces it is no wonder diseases are transmitted so easily. Keeping safe in the workplace from viruses such as coronavirus is hugely important to remain healthy. As such we produce the below recommendations:

List of virus killing products at www.apcommercialchemicals.co.uk/coronavirus

Insist that everyone be more aware of his or her personal hygiene by:

- **Wash your hands regularly and thoroughly** with a sanitised soap and water for 20 Seconds or more. The World Health Organisation (WHO) has issued recommended use of diligent hand hygiene, using **Hand Sanitising Wash, including Alcohol Based Sanitisers**, as the best method of virus prevention. **A Gel with 60%** or higher concentration of ethanol is recommended to give an effective bug-kill rate. This can also be used as an additional sanitiser on some surfaces.
- **Always** carry tissues and cover your mouth when coughing or sneezing to ensure pathogens are not spread to others – bin the tissue as soon as possible.
- **Avoid** touching nose, mouth and eyes with unwashed hands.
- Using **hard-surface disinfectants** on all surfaces (including mouse, keyboard, handles and work surfaces etc). Ensure a **thorough regular cleaning program is in place daily**. Choosing a cleaner and sanitiser that has passed the **EN1276 certification**, to kill Gram+ and Gram- germs.
- **Ensure** your employer is providing frequent cleaning throughout your business.
- **Sanitise** and **disinfect** surfaces, such as phones, keyboards and doorknobs, toilets, kettles, toys etc.
- **Mobile Phones** – use a sanitiser and wipe your phone regularly, throw the cloth away.
- Meetings – agree no shaking of hands or personal contact.
- **Avoid** close contact with anyone showing symptoms of respiratory illness or if you are showing signs stay at home.
- **Use** disposable cloths to minimise the risk of cross-contamination. We suggest colour-coded cloths to segregate between areas, dispose of them after use.
- **PPE is always important** and in particular when there is a heightened risk of infection.

*For further information, Call **0800 0723 773***

Fog Decontamination Cleaning for your Business



We use this method to decontaminate, sanitise and kill airborne bacteria in public buildings, hospitals, government buildings, retail, airports, public transport, industrial and commercial outlets to include schools, theatres, surgeries, leisure facilities to name a few.

For more information on this process

www.apr-icc.co.uk/health-disinfection-fogging-service

How Can We Help?

With over 30 years of Infection Control experience, we are fully equipped to manage all levels of viruses and disease within the business. Having worked with contaminated environments in the past, our fully certified technicians have the correct equipment and chemicals to combat a whole host of diseases and infections, including coronavirus.

Using leading biocides and disinfectant formulated solutions we can combat the current coronavirus outbreak, closely providing guidance to help reduce the risk of infection.

Being familiar with various outbreaks, most recently being Coronavirus, we are offering our cleaning chemical services to businesses and facilities that are perhaps suffering with the outbreak. Alongside this, if your business is looking to book-in a more general maintenance clean, then we can advise on the most suitable method for your business.

*For further information, Call **0800 0723 773***

www.aprcommercialchemicals.co.uk/coronavirus www.apr-icc.co.uk/coronavirus



Risk Assessment Check List

- Firstly, identify where the greatest risk and potential of this problem is in entering and spreading in the workplace
- Introduce a best working practice policy to keep cross contamination risk to a minimum. Ask the staff for their input to reach a general acceptable policy, this will encourage awareness and will help with implementation
- Instruct a dedicated person to manage and monitor the plan
- Review and tighten up your cleaning policies and procedures
- Have discussions with the cleaning operatives or contractors to enforce a more stringent or additional cleaning process for the short term
- Closely monitor and arrange regular feedback to discover if any other improvements can be made
- Ensure your company are using and applying suitable products that contain effective and proven bactericidal ingredients to clean and sanitise all vulnerable surfaces
- Erect signs in strategic locations, reminding your employees of the seriousness of Coronavirus, advising them of more stringent hygiene policy and the need to wash their hands before returning to work
- In the event of a full-blown outbreak temporary policies firms could adopt include, banning non-essential meetings
- Other measures include distributing hand wipes for telephones to reduce the risk of spreading the virus through handsets clean surfaces frequently
- Wearing a face mask may encourage complacency. People must focus on good hygiene
- Should an employee have a cold or flu virus, request that they take leave and obtain immediate attention
- Be aware that some people have lower immune systems and are more susceptible to catching viruses

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Suggested Action to Prevent Against the Spread of Coronavirus in your workplace



General Practice Throughout the Business

We recommend that you upgrade your cleaning operations to include cleaning of all commonly used areas and surfaces. Check the products that are being used and ensure that they kill viral organisms.

Commercial Cleaners operating in your Business

Check that your cleaners have the right and effective products and sanitisers. Ensure that they are not using harmful products like bleach which can damage the surfaces. There are great sanitising products available [which won't damage your surfaces or items](#).

Front Line Staff

Always keep personal [alcohol sanitiser](#) (60% plus alcohol) in offices, receptions, vehicles and with you when visiting clients.

Offices & Communal Areas

Spray [Germ Tec](#) regularly around the office, every 2 hours to kill airborne bacteria. We recommend spraying [Ultimate AX](#) an anti-bacterial hard surface cleaner disinfectant onto a cloth and wipe over common office surfaces, such as desks, telephones, computer keyboards and door handles etc. This will provide longer term protection. We suggest using paper towels and dispose of after use.

Workspace – wipe it with a sanitiser at least twice a day, this includes your desk, keyboard, phone, copier, cupboard doors, handles etc. Use [Sani wipes](#) and [Ultimate AX](#).

Floors and surfaces – Use [Viro-Kill](#) to kill COVID-19.

Airborne Sanitiser – We suggest spraying every two hours throughout the office and common areas. Use [Germ Tec](#) or [Viro-Kill](#). We suggest the use of a [Fogging Machine](#) for use before and after work.

Kitchens

At least twice per day use [Viro-Kill](#), certified to EN 1276 to clean and sanitise all kitchen surfaces, appliances and handles. Change cleaning cloths regularly. Use [Ultimate AX](#) and ULTRACLEAN.

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Toilets

At least twice per day use [Dekon 50](#) and [Bi-Active](#) to clean and disinfect all bathroom and washroom surfaces including handles.

Passageways, common spaces and stair wells – for hard floor areas use Dekon 50, Ultraclean MB, Viro-Kill, Fogging Sanitation. soft floors and carpets

General Office, Work & Production Areas

At least twice per day use [Viro-Kill](#) and [Sani Wipes](#) with its triple biocide action (dilute 100-1) to clean and sanitize all water safe surfaces, door handles, work surfaces & appliances. Turn off the air conditioning units where possible.

Transport and Work Vehicles

Wear gloves at all times. Regularly throughout the day use [Dekon 50](#) or [Viro-Kill](#) to clean and disinfect all surfaces including handles and fabrics. Spray into the air and onto surfaces to kill air borne bacteria.

APT have 30 years' experience in specialised cleaning and sanitising products and have a consultant chemist within the organisation, so please feel free to call on our FREE PHONE 0800 0723 773 or email us to find out how our team of health technicians can help or alternatively find out which products are right for your applications, we're here to help you.

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