

DAYCON RECOMMENDED PROCEDURES FOR PROPER DISINFECTION IN YOUR FACILITIES

1. Make sure you SURVEY your spaces to IDENTIFY all frequently touched surfaces, as some spaces have UNIQUE touch points.
2. The below lists contain touch points that are often overlooked
3. The touch points should be disinfected at least 3 x day while tenants are in the building.

OFFICE BUILDINGS

- Restroom Flushers on Toilets & Urinals
- Restroom Counters & Faucets
- Restroom Railings & Partition Knobs
- Door Knobs, Push Plates, & Handles (throughout entire building)
- Trash & Recycling Container Lids
- Light Switches
- Phone Hand Sets (if you have permission to clean)
- Conference Room Tables
- Chair Arms
- Kiosks and Other Public Keyboards or Electronic Equipment
- Cleaning Equipment
- Elevator panels (if applicable)
- Hand Rails (don't forget stairwells)
- Printer Panels
- Fax Machine Panels
- Microwave Panels & Handles
- Refrigerator Handles
- Vending Machines- Panels, Money & Card Slots, Dispensers
- Breakroom Tables & Chair Arms
- Breakroom Faucets & Counters
- Sanitizer Dispensers
- Lobby Counters
- Elevator Panels & Call Buttons
- Classroom Desks & Chairs
- ATM Machine Panels
- Cash Registers
- All Other Site-Specific Touch Points Not Listed Here

