



# SAFETY PROTOCOL

## ELECTRO·HYGIENE SYSTEM

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**HYGIENICA**

ELECTRO·HYGIENE SYSTEM™

# INTRODUCTION

HYGIENICA™ is committed to our technology being used by highly-trained Disinfecting Specialists for the purpose of mitigating the effects of Covid-19. We encourage all of our users to have the appropriate personal protective equipment (PPE), which is an essential protocol for all Disinfecting Specialists. Technicians that use HYGIENICA™ technology need to be trained and properly outfitted in PPE and adhere to strict operational protocols such as OSHA-compliant cleaning methods, the use of EPA registered disinfectants and robust safety training.

The following safety and training protocol has been developed in accordance with the Center for Disease Control's (CDC) recommendations for environmental cleaning and disinfection in "Interim Recommendation for US Community Facilities with Suspected/Confirmed Coronavirus Disease" (updated April 1, 2020), and Department of Health's (DOH) from various jurisdictions, recommendations in "Guidance for Businesses and Non-Healthcare Settings," HYGIENICA™ has created this Standard Operating Procedure (SOP) and Safety Protocol for its users.

This SOP provides guidance to ensure that remediation of an environment with a suspected or confirmed case of COVID-19 is achieved. The following SOP is focused on community, non-healthcare facilities (i.e. commercial buildings and institutions) that do not house persons overnight. This SOP is not meant for cleaning healthcare facilities, although our technology is used for these types of facilities.

## CUSTOMER COMMUNICATION

All facilities with confirmed or suspected cases should be documenting all relevant facts regarding the situation. Service Providers should review the pertinent fact pattern and make a determination as to whether the situation can be remediated.

# TRAINING AND EMPLOYEE COMMUNICATION

Employees who provide services outlined in this procedure must take the following trainings and HYGIENICA™ recommends further GBAC training as listed on the next sections

Employees may not complete any tasks specific to disinfecting a presumed or confirmed exposure area without documentation of training and without documentation of consent to provide services to an area of exposure.

- Blood-borne Pathogens High-Frequency
- Touch Points
- Chemical Handling
- Personal Protective Equipment
- Electro-Hygiene Atomization Sprayer

## DEFINITIONS

**GBAC:** Global Bio-Risk Advisory Council offers the only individual training for disinfecting specialists with a focus on PPE and technical disinfecting of spaces.

**Cleaning:** The removal of dirt and impurities, including germs, from surfaces. Cleaning alone does not kill germs. By removing germs from surfaces, their numbers are reduced, lessening the risk of spreading infection.

**Disinfectant Cleaning:** The use of chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs; killing germs remaining on a surface after cleaning further reduces the risk of spreading infection.

**AHJ:** Applicable Health Jurisdiction

**EPA:** Environmental Health Agency

**Hand Sanitizer:** Appropriate hand sanitizer for disinfection must be at least 60% alcohol.

**MSDS:** Material Safety Data Sheet

**High Risk:** As defined by CDC guidelines, this includes, but is not limited to, persons 60 years of age or older, persons with a pre-existing condition and/or immunocompromised persons.

**PPE:** Personal Protective Equipment

# GBAC CERTIFICATION

Global Bio-Risk Advisory Council is the leading technical training and certification body of the ISSA. GBAC has developed an entire certification curriculum for disinfecting specialists. HYGIENICA™™ recommends that all of its users seek GBAC training. This course teaches cleaning professionals to prepare for, respond to and recover from biohazards in the workplace. Participants will learn infection and contamination control measures for infectious disease outbreak situations such as the novel coronavirus (SARS-CoV-2).

Individuals who successfully complete the course within 30 days will receive a Certificate of Completion from the Global Biorisk Advisory Council (GBAC), a division of ISSA.

GBAC trains workers to be Microbial Warriors™, arming cleaning professionals with the planning, knowledge and processes needed to respond to a biohazard crisis in the workplace.

GBAC-trained professionals bring increased value to their employers and customers because they demonstrate the competence to carry out their responsibilities and they have a commitment to the standards of excellence and continuous learning.

The GBAC Fundamentals Online Course will teach:

- Preventative, response, infection control, and contamination control measures to known or potential infectious disease outbreak situations. This section includes emphasis on the novel coronavirus (SARS-CoV-2).
- Importance of proper cleaning and disinfection for health
- GBAC protocol for response and remediation
- Use of personal protective equipment (PPE), tools, and equipment
- Cleaners and disinfectants based on the EPA's Emerging Viral Pathogens Guidance in the United States
- How international professionals can find information specific to their own countries
- Key takeaways and frequently asked questions
- Post-course Test
- Certificate of Completion awarded by GBAC, a Division of ISSA
- Course Length: 2 - 3 Hour

# PERSONAL PROTECTIVE EQUIPMENT

Updated April 1, 2020, based on CDC guidelines



SUIT AND EQUIPMENT FOR DISINFECTING SPECIALISTS TO BE USED IN CONJUNCTION WITH HYGIENICA™ ELECTRO-ATOMIZING SPRAYER

## EQUIPMENT



**EYE PROTECTION**  
Basic Safety Goggles  
Chemical Splash Goggles  
Face Shield



**FACE COVERS**  
Surgical Mask  
N-95 Respirator  
Half-mask Respirator  
Full-face Respirator



**HAND PROTECTION**  
Disposable Latex Gloves  
Disposable Nitrile Gloves  
Rubber Latex Gloves



**HEAD TO TOE PPE\***  
Flame Resistant PPE  
Cotton/polyester Blend PPE  
Closed-toe Shoes

\*Depending on PPE requirements of your disinfectant solution, head to toe PPE, like a Tyvek suit, may be required. Please refer to your solution's Safety Data Sheet for specifics.

Cleaning staff should wear disposable gloves during all tasks, including handling task.

- Gloves should be compatible with the disinfectant products being used.
- Additional PPE may be required based on the disinfectant being used (i.e. splash risk)
- Gloves should be removed carefully in order to avoid contamination of the wearer and the surrounding areas. Be sure to thoroughly clean hands after removing gloves.
- A DuPont™ Tyvek® Spray Suit should be worn.
- A respirator mask is recommended. Refer to the MSDS for the chemicals being employed to see minimum filtering requirements.

Gloves should be removed immediately after cleaning a room or area occupied by sick persons. Clean hands thoroughly after removing gloves.

It is encouraged, when possible, to double glove each hand.

Cleaning staff should immediately report breaches in PPE (i.e. tear in gloves) to their supervisor.

Cleaning staff should clean hands often, including immediately after removing gloves, or after contact with an ill person. Wash 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 (containing 60% or greater alcohol) may be used. Always use soap and water if hands are visibly dirty.

Follow standard hygiene practices, including regular handwashing and avoiding touching eyes, nose, or mouth with unwashed hands.

Remove all PPE after disinfection procedure is complete. Dispose of disposable items and carefully clean reusable items before reusing.

## CLEANING AREAS DEFINITIONS

**Occupied Space:** Spaces operating under normal occupancies; not subject to cleaning and disinfection.

**Staging Area:** Any space directly adjacent to the space to be cleaned; the staging area may be subject to normal occupancy standards. Can be used for donning and doffing of PPE, and for handwashing before and after cleaning processes. This area will be segregated from both occupied space and spaces undergoing active cleaning. Used PPE can only leave the staging area after being double-bagged.

**Exposed Cleaning Space:** An area undergoing active cleaning processes. An exposed cleaning space may not be entered without proper PPE.

# PROCEDURE

Once employees have successfully completed all necessary training as outlined in this SOP, they shall don the appropriate PPE and begin the cleaning and disinfection process.

- A. After handling trash, staff should wash their hands or use alcohol-based hand sanitizer.
  
- B. Non-porous, high-contact surfaces shall be damp-wiped or sprayed using an EPA registered disinfectant.
  1. Review Appendix B for approved chemicals (Examples of Disinfectants)
    - a) Spartan® GS Neutral Disinfectant®
    - b) Spartan® HDQ Disinfectant®
    - c) Nu-Foam® Disinfectant
    - d) ZEP® Disinfectant
    - e) Portion Pac® Germicidal Disinfectant®
  2. Review MSDS and manufacturer's directions for chosen chemical disinfectant for additional PPE requirements and the proper mode of application.
  
- C. When applicable, the space will be electro-atomization sprayed.
  1. Electro-atomization is recommended for soft or porous surfaces.
  2. Pump spray application that does not atomize the disinfectant to less than 80µm may be used for restrooms, kitchens, or other areas that require a wet application.
  3. Review Appendix C for electro-atomization SOP.
  4. Service Providers uses the following approved spray application technology:
    - a) HYGIENICA™ HX Pro Model
  
- D. When cleaning workspaces, cubicles, or other office areas containing electronics, special attention should be paid to disinfecting surfaces and objects including, but not limited to desks, chairs, keyboards, phones, printers, and other common areas and devices. It is safe to use a spray application on these surfaces, but the spray application technology should be adjusted to a small micron setting, such that the disinfectant is applied as a dry-wet mist of approximately 20-30µm.

E. A hand-washing station must be provided and available to employees on-site. All disposable cleaning materials, including wipes, shall be double-bagged and the bags tied closed. The exterior of all bags shall be damp wiped using a disinfecting solution prior to removal from cleaning area through the staging area. Waste will be treated as general construction waste and can be discarded as such.

## ADDITIONAL CONSIDERATIONS

It is recommended that the affected facility close off areas used by any persons with suspected or confirmed illness and wait as long as is practical before beginning cleaning and disinfection to minimize potential for exposure to infectious respiratory droplets. If applicable, open outside doors and windows to increase air circulation in the area. Wait the minimum requirement of 24 hours before beginning cleaning and disinfection. (N.B.: The CDC recommendation is 24 hours.)

Employees shall clean and disinfect all areas (e.g. offices, bathrooms, and common areas) used by ill persons, focusing especially on frequently touched surfaces. It is of paramount importance for the tenant and/or customer to inform the Service Provider of all relevant information regarding potential exposure(s) of COVID-19 or other respiratory pathogens in the building to be serviced. This information will be documented (see Appendix E) and shared with Service Providers employees prior to the agreement in Appendix F being signed.

# APPENDIX A — CDC GUIDELINES

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaningdisinfection.html>,

Updated April 1, 2020

## APPENDIX B –

### APPROVED ELECTRO-ATOMIZATION SPRAYERS

- HYGIENICA™ HX PRO
- HYGIENICA™ HX PRO PLUS (Coming Late Summer 2020)

## APPENDIX C –

### APPROVED EPA-REGISTERED DISINFECTANTS

Examples of Disinfecting Products with emerging viral pathogen AND human coronavirus applications, in particular those effective in eradicating SARS-CoV- 2. Service Providers should validate the use of Disinfectants and ensure they are on “List N” approved by the EPA.

PRODUCT NAME	CHEMICAL TYPE	SPRAY APPLICATION	MANUAL APPLICATION
Spartan® GS Neutral	Quaternary Ammonium	Y	Y
Spartan® HDQ Disinfectant®	Quaternary Ammonium	Y	Y
XYZ Disinfectant	Quaternary Ammonium	Y	Y
Nu-Foam® Disinfectant & Sanitizer®	Quaternary Ammonium	Y	Y
ZEP® Disinfectant®	Quaternary Ammonium	Y	Y
PortionPac® Germicidal Disinfectant®	Quaternary Ammonium	Y	Y