

Prevention of Respiratory Tract Infections

Guidelines for Cleansing of Private Housing Estates/ Residential and Commercial Buildings

(1) Places Required Special Attention

Lift Car and Escalator

- Wipe lift cars and escalators, particularly call buttons and handrails at least twice daily.
- Cleanse the ventilating fans at the ceiling of the lift cars regularly to maintain their good functioning.

Main Entrance Lobby

- Wash and wipe the estate/building entrance, the door knobs/handles and the security locks and buttons thereat at least twice daily.

Common Facility

- Wash and wipe the chairs, resting areas and other facilities used by the public in lift lobbies, corridors and public areas at least twice daily.

Security Guard Booth and Enquiry Counter

- Wash and wipe the security guard booths and enquiry counters at least twice daily.

Refuse Collection Chamber

- Dispose of daily waste and junk properly. Wash the refuse collection chambers and related facilities at least twice daily.

Toilet

- Wash the toilet and its facilities at least twice daily.

Children's Playground

- Wash and wipe the children's playground and facilities at least twice daily.

(2) Places with Relatively Less People Gathering

Corridor and Public Place

- Wash and wipe the corridors and public places (including rear staircases) at least once daily.

Shopping Centre, Market and Carpark

- Wash and wipe the public places of shopping centres, markets and carparks at least once daily.

Club Facility

- Wash and wipe the club facilities at least once daily.

(3) Cleansing Procedures

Washing

Step 1

- Sweep litter before washing.

Step 2

- Flush with clean water.

Step 3

- Wash thoroughly with 1:99 (i.e. mixing 1 part of bleach with 99 parts of water) diluted household bleach.
- If places dirtied with filth (e.g. vomitus), 1:49 (i.e. mixing 1 part of bleach with 49 parts of water) diluted household bleach should be applied.

Step 4

- Hose down and remove excess water by mop drying or squeegee.

Step 5

- If necessary, washing should be repeated to ensure the place is thoroughly cleansed. Use high pressure hot water cleaners as appropriate.

Wiping

Step 1

- Wipe thoroughly with 1:99 (i.e. mixing 1 part with bleach with 99 parts of water) diluted household bleach.
- If places dirtied with filth (e.g. vomitus), 1:49 (i.e. mixing 1 part with bleach to 49 parts of water) diluted household bleach should be applied.

Step 2

- Wipe dry.

(4) General Cleansing Equipment

- Brush
- Mop
- Squeegee
- Bucket
- Towel
- Bleach
- Mouth mask
- Gloves
- Footwear

(5) Points to Note for Cleansing Staff

- Under normal conditions, apply 1:99 (i.e. mixing 1 part of bleach with 99 parts of water) diluted household bleach.
- If places dirtied with filth (e.g. vomitus), 1:49 (i.e. mixing 1 part with bleach to 49 parts of water) diluted household bleach should

be applied.

- While at work, all staff should wear proper protective gear such as mouth mask, gloves, overall, footwear etc.

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