## Protect Your Staff
- Staff should wear gloves when cleaning. Consider other PPE equipment like cloth masks.
- Educate employees on handwashing. Make sure staff is washing hands after cleaning and before eating or drinking.
- Don’t work when ill. Wait at least 3 days before returning to work.
- Recommend use of EPA-registered household disinfectant.
- Do not shake dirty laundry. Have guests strip bedding at end of stay.
- Encourage guests to reserve & pay online and to call in requests.

## Protect Your Guests
- Disinfect commonly touched surfaces - remote controls, light switches or lamps, phones, doorknobs, cabinet knobs, refrigerator doors, railings and hair dryer.
- Allow an extra day for rented rooms to sit between guests, as soft surfaces are difficult to clean and sanitize between guests.
- Launder all bedding between guests—this includes blankets and comforters.
- Remove decorative bedding.
- Food contact surfaces (plates, silverware, bowls) MUST be sanitized between guest turnovers. Do NOT rely on guests to sanitize their own.

### Housekeeping, Cleaning & Sanitizing
- Disinfect all high contact areas, including those you may not regularly disinfect - Entrance & Exit Doors, door knobs, cabinets, refrigerator doors, alarm clocks, stair railings, tables, TV, DVD players and DVD's, chairs and room keys/cards/locks.
- Launder all items according to the manufacturer’s instructions. Use the warmest water and dryer settings allowed according to the manufacturer’s instruction.
- Provide and maintain adequate handwashing supplies (hand soap, running water, disposable hand towels, waste cans, etc.) and hand sanitizer.
- Use 1/3 C bleach to 1 gallon water to make up disinfecting solution. Use in a spray or in your sanitizing bucket. Follow manufacturer guidance for other disinfectants.
- Remove other commonly touched surfaces that cannot be disinfected - cabin journals, books, DVD's, magazines, and common food containers (salt, pepper, coffee).

To help slow the spread of COVID-19 and protect your staff and your patrons, adopt as many best practice recommendations as pertain to your facility.