



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
PRISONS DIVISION
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April 8, 2020

TO: All Superintendents

FROM: Julie Martin, Deputy Secretary *J. Martin*
Robert Herzog, Assistant Secretary *R. Herzog*

RE: Cleaning and Disinfecting Guidance

During the COVID-19 response it is essential that employees and incarcerated individuals adhere to Centers for Disease Control (CDC) cleaning and disinfecting guidelines and recognize the difference between cleaning and disinfecting surfaces. On March 23, 2020, the CDC issued *Interim Guidance on Management of Coronavirus Disease 2019 (COVID-19) in Correctional and Detention Facilities* (<https://www.cdc.gov/coronavirus/2019-ncov/downloads/guidance-correctional-detention.pdf>). This document provides guidance specific to correctional facilities on a range of topics, including enhanced cleaning and disinfecting practices and the use of personal protective equipment (PPE).

The CDC's cleaning and disinfecting guidance is aimed at limiting the survival of SARS-CoV-2 (coronavirus) within DOC working and living environments.

Definitions:

- **Cleaning** - Refers to the removal of dirt and impurities, including germs, from surfaces. Cleaning alone does not kill germs. But by removing the germs, it decreases their number and therefore any risk of spreading infection.
- **Disinfecting** – Refers to using chemicals, for example Environmental Protection Agency (EPA)-registered disinfectants, to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs. However, killing germs remaining on a surface after cleaning further reduces any risk of spreading infection.

DOC prison facilities have reported the use of the following EPA approved cleaners:

CorrectPac CP205 Germicidal Cleaner – Disinfects inanimate, hard, and nonporous surfaces. Fill 5 gallon Depot container with cold water, pour in contents of one (1) CP205 Pac. Dispense mixed product from 5 gallon Depot container into Germicidal Detergent spray bottle or mop bucket. CP205 can also be directly mixed into a **5 gallon** mop bucket. Spray solution directly onto surface or apply using mop. Wet surface thoroughly and allow to remain wet for **10**

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minutes. Wipe dry with a cloth or mop to remove excess liquid. If facility is using a **different size Pac (CP201, CP202, CP204, CP264, or CP232)**, refer to the instructions on the Pac to ensure the correct water to concentrate ratio.

Hepastat 256 Disinfectant Cleaner – For surface disinfection, mix one-half ounce of this product per gallon of water (or equivalent solution). Apply solution to hard, nonporous surfaces, thoroughly wetting surfaces with a cloth, mop, sponge, sprayer, or by immersion. Treated surfaces must remain wet for **10 minutes**. Wipe dry with a cloth, sponge, or mop or allow to air dry. For heavily soiled areas, a preliminary cleaning is required. For sprayer applications, spray 6-8 inches from the surface and then rub with a brush, sponge, or cloth.

Bleach (limited and controlled use) – For disinfection of appropriate surfaces, mix one-third cup of bleach per one-gallon of water. Follow manufacturer’s instructions for application, ensuring a contact time of at least **1 minute**, and allowing proper ventilation during and after application. Never mix bleach with other cleaners. Check to ensure the product is not past its expiration date. DOC facilities should not use bleach as the primary germicidal cleaner as even the normal fumes can potentially exacerbate respiratory illnesses including coronavirus.

Please disseminate the attached COVID-19 cleaning guidance to incarcerated individuals. If the CDC changes their recommendations an update will be provided.

DOC porters are to be trained on proper safety and use of these cleaning products using the attached PowerPoint presentation. Each facility shall modify the presentation and insert information for the specific cleaning products and PPE where necessary. Janitor supervisors and custodial managers are responsible to ensure all DOC porters complete this training. If a porter has completed training and it is already documented in OMNI, the porter does not need to be retrained. For all porters who are not yet trained, or for which no training documentation exists, completion of training shall be documented via the OMNI Programs tab, under “Offender Certificates.”

RH:JM:kg
Attachment



COVID-19 Cleaning Guidance

This training was developed to serve as a guideline for both staff and incarcerated individuals in order to provide a sanitary and safe facility.

Definitions

- **Cleaning** - Refers to the removal of dirt and impurities, including germs, from surfaces. Cleaning alone does not kill germs. But by removing the germs, it decreases their number and therefore any risk of spreading infection.
- **Disinfecting** – Refers to using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs. But killing germs remaining on a surface after cleaning further reduces any risk of spreading infection.

Expectations

- Incarcerated individuals must *NOT* be in possession of concentrated chemicals without direct supervision.
- Chemicals must be mixed according to instructions.
- Chemicals must be used according to instructions.
- Staff and incarcerated individuals must have access to each cleaning product's SDS.
- Incarcerated individuals must wear personal protective equipment.

Universal Precautions

- Division of Safety and Health (DOSH)'s required method of control to protect employees from exposure to all human blood and other potentially infectious materials.
- **Treat all blood and body fluids as if contaminated**

Personal Protective Equipment

Personal Protective Equipment (PPE) is the equipment designed to prevent you from being injured or exposed. Refer to product SDS for PPE instructions.

This protection is only beneficial when properly used.



DOC Approved Cleaners



CP205 Germicidal Detergent

CorrectPac CP205 Germicidal Cleaner – To disinfect inanimate, hard nonporous surfaces add one ounce of this product per gallon of water (or equivalent dilution). Apply solution with a mop, cloth, sponge, hand pump trigger sprayer or low pressure coarse sprayer so as to wet all surfaces thoroughly. Allow to remain wet for **10 minutes**, then remove excess liquid.

Hepastat Disinfectant Cleaner

Hepastat 256 Disinfectant Cleaner – For surface disinfection, mix one-half ounce of this product per gallon of water (or equivalent solution). Apply solution to hard, nonporous surfaces, thoroughly wetting surfaces with a cloth, mop, sponge, sprayer, or by immersion. Treated surfaces must remain for **10 minutes**. Wipe dry with a cloth, sponge, or mop or allow to air dry. For heavily soiled areas, a preliminary cleaning is required. For sprayer applications, spray 6-8 inches from the surface, rub with a brush, sponge, or cloth.

Diluted Bleach Solution

Bleach (limited and controlled use) – For disinfection of appropriate surfaces, mix one-third cup of this product per gallon of water (or equivalent solution). Follow manufacturer's instructions for application, ensuring a contact time of at least **1 minute**, and allowing proper ventilation during and after application. Beware that mixing bleach with other disinfectants can create a poisonous gas. In addition, DOC facilities should not use bleach as the primary germicidal cleaner as even the normal fumes can potentially exacerbate respiratory illnesses including coronavirus. Bleach also has a limited shelf life.

DepotPac Dispenser

- Each jug holds 5 gallons of cleaner.
- Each jug fills 20 spray bottles.
- Fill with water then add 1 pack of cleaner.
- Never add more than *ONE* packet per container.



= 20 Bottles



Electronic Equipment



- **Never** spray chemicals directly onto electronic equipment
- Spray directly onto rag then wipe equipment
- Allow to air dry