



## DCNR COVID-19 Safety Fact Sheet # 7 Vehicle Cleaning

5/8/2020

*The COVID-19 outbreak presents unusual circumstances that require us to do whatever is necessary to further our mission. This fact sheet discusses simple things that you can do to keep yourself and others healthy and stop the spread of this virus. Treat everyone as though they are a COVID-19 carrier and every common surface as if it harbors the virus. Remember, one careless person can spread the virus to the whole work unit. It is our responsibility to keep our community and colleagues safe.*

DCNR is committed to reducing the hazards associated with potential infectious viruses/diseases. This protocol provides DCNR employees with basic information on cleaning (removing dirt, grease, etc.) and disinfecting (applying disinfecting chemicals) surfaces inside DCNR vehicles. This will assure a clean and safe workspace that reduces the presence of viruses or pathogens.

**Cleaning and disinfecting methods listed below should be employed with special attention to frequently touched areas as specified.**

1. Be sure that surfaces in the cab and associated compartments are cleaned of excessive dirt and foreign material, then disinfect surfaces with disinfecting spray or wipes.
2. We recommend using the following PPE when cleaning a vehicle/equipment or operating a vehicle/equipment shared with another driver:
  - Disposable Nitrile/Rubber Gloves
  - Heavy-Duty Chemical-Resistant Re-Usable Gloves – Properly clean and disinfect these gloves before and after each use by spraying them with a disinfectant spray and/or bleach solution.
  - Disposable latex/vinyl gloves - These are only acceptable when disposable nitrile/rubber gloves are not readily available.
3. Use proper technique when removing gloves to avoid touching contaminated areas.
4. Employees should wash hands before and after using any gloves listed above. Employees should use soap and water and/or hand sanitizer as part of this process.
5. When disposable gloves are used, it is highly recommended that they are disposed of along with any/all soiled material in a sturdy, leak-proof bag that is tied shut and not reopened. If leak proof bags are not available, sealable plastic bags (i.e. sandwich or freezer bags with the resealable strip) are a viable option.
6. When vehicle/equipment cleaning and disinfection have been completed and gloves are disposed, immediately clean hands with soap and water. If soap and water are not available, use a hand sanitizer with at least 60% ethanol or 70% isopropanol (isopropyl alcohol), then wash hands with soap and water as soon as possible. Avoid touching the face with gloved or unwashed hands.

## Examples of Frequently Touched Surfaces to Clean and Disinfect

- Cab door switches, handles, and surfaces
- Steering wheel and ignition key
- Gauges and switches on dash and in cab
- HVAC louvers on dash
- Exposed dash surfaces and radio controls
- Seat adjustment knobs and seat belt buckles
- Two-way radio microphone and knobs
- Overhead console doors and locks
- Cup holders
- Steering column-mounted controls (turn signals, cruise controls, windshield wiper)
- Manual/automatic transmission shift lever
- Seat covers (vinyl, fabric, or leather)
- Cabinet door handles
- Fire extinguishers and first aid kits
- Reflector kits
- Hood latches
- Dip sticks, lids/caps under the hood

### Additional Precautions

1. Thoroughly clean and disinfect surfaces at the beginning and end of each shift. Items inside the cab such as the steering wheel and control switches shall be wiped down, whereas items outside the vehicle such as the door handle can just be sprayed. To verify this has been conducted, note this on paper kept with form STD-554 Monthly Automotive report.
2. Each vehicle has a clipboard and pen with the Monthly Automotive report. Ensure the clipboard and pen are wiped down during the cleaning/disinfection process.
3. The container that is used to keep the spray/disinfectant must **not** be kept in any vehicle and should be kept at the work location for other people to use.

Please follow all the information provided to help prevent the spread of COVID-19. We will continue to do everything we can to keep our employees informed and safe. For additional information and to stay informed reference the Centers for Disease Control or the Pennsylvania Department of Health.

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