

## FACILITY PLAN FOR CLEANING, SANITIZING & DISINFECTING

### INTRODUCTION

On April 22, 2020, the Governor released a Directive for the reopening of bars, breweries, and distilleries on May 4, 2020. The Directive included requirements for facilities to develop a specific cleaning plan.

Any alternative plans that are created should be verified by Gallatin City-County Health Department by calling the Gallatin County COVID Call Center at 548-0123 to ensure that the Directive is being followed correctly and that public safety is maintained.

### CLARIFYING STATEMENTS

**Cleaning:** Refers to the physical removal of debris (dirt, food, other impurities) from a surface by using water, soap and water, sweeping, or other method. This method does not effectively kill germs but is a necessary first step for sanitizing or disinfecting chemicals to work.

**Sanitizing:** Utilizes an EPA Registered Product to destroy many germs at a level that is safe for sensitive areas, such as in restaurant kitchens. Facilities must follow the Retail Food Code laws regarding sanitizing when cleaning food contact surfaces to avoid introducing unintended risk.

**Disinfecting:** Utilizes an EPA Registered Product to destroy most germs. For the purposes of this plan, this terminology is used to destroy COVID-19 on a surface. These chemicals or concentration of chemicals can be dangerous in some settings, such as food preparation areas. These products should NOT be used as a substitute for Sanitizing, as these concentrations can be toxic.

### RESOURCES:

- Gallatin City-County Health Department: <https://www.healthygallatin.org/coronavirus-covid-19/reopening/>
- EPA Web Site for COVID-19 Chemicals: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
- Current Information for Governor's Orders: <https://covid19.mt.gov/>
- National Restaurant Association Reopening Guidance: <https://restaurant.org/Downloads/PDFs/business/COVID19-Reopen-Guidance.pdf>

### WHEN TO CLEAN:

- Whenever an area has visible debris
- Before sanitizing or disinfecting
- This should be done continuously throughout the day and as often as needed to prevent the accumulation of debris.

This Document was published on April 28, 2020 to help establishments comply with the Governor's Directive published on April 22, 2020. However, as new information on COVID-19 is discovered and Directives are adopted or modified, this document may be changed to reflect the most current information and Directives.

#### **Additional Resources:**

The Governor's Directive can be found at: <https://covid19.mt.gov/joint-information-center>

Montana Retail Food Laws can be found at: <https://dphhs.mt.gov/publichealth/FCSS/RetailFood>

**Questions? Contact the COVID-19 call center at 406-548-0123 or [callcenter@readygallatin.com](mailto:callcenter@readygallatin.com)**

### WHEN TO SANITIZE:

- Follow the Retail Food Code requirements for when to sanitize food contact surfaces.
- Always sanitize tables/counter tops after each customer
- Containers and wiping cloths used for sanitizing must be clearly labeled and should never be used to hold different chemicals. Mixing different chemicals can create toxic and sometimes, deadly, combinations that may result in extreme harm. Please label containers with contents to avoid harm.

### SANITIZING EXAMPLES:

- Food contact surfaces such as: food preparation, storage, and service areas, dishware, utensils, and cups used by customers
- Anytime a change in task occurs during food preparation when raw foods have been used

### WHEN TO DISINFECT:

Follow the Governors Directives on when to disinfect. This includes:

1. Table items, including decorative items and menus, between customers
2. Tables, chairs, booths, and highchairs between customers
3. Frequently touched surfaces, including doorknobs, light switches, chair backs etc. It is recommended to do disinfect every two hours.
4. Whenever a facility has been notified by the Gallatin City-County Health Department that there has been a COVID-19 positive case in the facility.
  - a. If a food employee has tested positive for COVID-19 and the back of house operations need to be disinfected, we request you consult with the Gallatin City-County Health Department on how to proceed safely.

Containers and wiping cloths used only for disinfecting should be clearly labeled and should never be used to hold different chemicals. Mixing different chemicals can create toxic and sometimes, deadly, combinations that may result in extreme harm.

### HOW TO DISINFECT:

1. [Use an EPA registered](#) product at a disinfecting concentration that has been shown to kill COVID-19.
2. Follow manufacturer instructions for:
  - a. Concentration and concentration testing if applicable
  - b. Wet contact time required to be effective in virus destruction
  - c. Allow to completely air dry or wipe with water, depending on label instructions
3. A bleach solution at a disinfecting concentration of 1/3 cup bleach per 1-gallon water will also work.

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TRAIN STAFF ON CLEANING, SANITIZING, AND DISINFECTING REQUIREMENTS:

Examples of how facilities can train employees on the requirements include:

- Hold in person training that will outline these changes,
- Provide printed copies of this plan to all staff members.
- Send digital copies of this plan to all staff member.

**FACILITY NAME:**

\_\_\_\_\_  
Person in Charge Signature  
(when checklist is completed)

\_\_\_\_\_  
Date Completed

**Specific questions related to COVID and Retail Food Handling may be sent to the COVID-19 Call Center weekdays from 8am-5pm, [callcenter@readygallatin.com](mailto:callcenter@readygallatin.com), 406-548-0123 where sanitarians and public health nursing staff are available to answer questions.**

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