

27<sup>th</sup> February 2020



Tel: +44 (0)1663 733114  
Fax: +44 (0)1663 733115  
info@cloverchemicals.com  
www.cloverchemicals.com

Clover House  
Macclesfield Road  
Whaley Bridge, High Peak  
SK23 7DQ England

**RE: PROCEDURE TO DISINFECT AND CLEAN A ROOM/ AREA IF THERE ARE CONCERNS OF CORONAVIRUS OR A CONFIRMED CASE**

Dear Customer,

1. Ensure that cleaning operatives are wearing a face mask, gloves and the correct PPE
2. Allow the room/ area to remain free from people for approx. 2 hours prior to the cleaning process
3. Clean all touch surface and washable surfaces thoroughly with a suitable cleaner e.g. a washroom cleaner in a toilet/ washroom area, a multi surface cleaner in a general area. Use with micro fibre cloths (washable) or disposable cloths. (For cleaning and disinfection always spray into a cloth or preferably use the chemical from a bucket, avoid spraying where possible directly to a surface as this can create air borne particles, which could include bacteria/ virus etc.)
4. After a thorough cleaning process, wipe all washable surfaces down with a suitable disinfection/ sanitiser. Products containing high levels of disinfection or products containing chlorine are highly effective, the following products are suitable- Fresh Wild Lemon, Spray & Wipe, Ultraviolet, Ultra Fresh, Trio100, AX, Savadox.  
Versan & Versan RTU.

**NB. For absolute control of infection we advise disinfection using Versan as this meets the Department of Health's standards for disinfection in hospitals and areas with high risk of infection and bacteria**

Please advise all staff of the importance of hand washing and the use of Alcohol hand sanitiser, this is the best way to slow and stop the spread of infection in any building

Best Regards,

James Tobias- Sales Director

Directors:  
J.M. TOBIAS  
N.G. JONES  
N.J. GARTHWAITE  
J.S. ROBERTS  
J.M.J. WITTOUCK



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VAT Number GB 5706 166 41