Commonly used cleaners and disinfectants are effective against COVID-19. Follow these steps to maintain a clean workplace during COVID-19:

1. Clean and disinfect frequently touched objects and surfaces at least twice per day.
   - This includes door knobs, elevator buttons, workstations and equipment.

2. Clean and disinfect shared equipment and workstations between users.
   - Encourage staff to clean and disinfect their workstations at the start and end of each day.

3. Ensure staff wear their personal protective equipment (PPE) and patrons wear their masks.
   - Staff should wear masks that cover their nose, mouth and chin, and use eye protection when physical distancing is difficult.
   - Patrons should wear face coverings that cover their nose, mouth, and chin.

4. Place hand sanitizer near entrances and high-traffic areas.
   - Use hand sanitizer with 70–90% alcohol concentration.

5. Stock washrooms with liquid soap and paper towels.
   - Ensure there is adequate supply of liquid soap and paper towels in the washrooms.

6. Encourage staff to wash their hands upon arriving at the workplace and throughout the day.
   - Staff should frequently wash their hands throughout the day, especially after touching objects and surfaces.