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| --- | --- |
| **Name of Premises/Business/Group** |  |
| **Checklist Completed By** |  |
|  | **Procedure** | **Date****Completed** | **Signed** |
| **Staff** | Confirm all staff on site have completed training for deep clean and that everyone knows the plan of the area and their specific role. |  |  |
| Check that each member of staff has the correct PPE and knows how to safely remove and dispose of Personal Protective Equipment (PPE): |  |  |
| Apron and gloves |  |  |
| Mask |  |  |
| Goggles |  |  |
| Confirm that all staff are wearing appropriate PPE and have sufficient replacements for the job before entering the premises. |  |  |
| **Equipment** | Check all required equipment is present and fit for purpose: |
| PPE – aprons, gloves, masks, goggles |  |  |
| Waste bags and labels |  |  |
| Laminated procedure instructions |  |  |
| Detergent: **KIND**  |  |  |
| Disinfectant:**EC4** **SANITISER** + 750ml spray bottle  |  |  |
| **CHLOR TABS**  |  |  |
| **Hand wash and HANDSAN** |  |  |
| Buckets/basins |  |  |
| Disposable cloths/paper towels |  |  |
| Steam cleaner |  |  |