



How to Reduce the Risk of Coronavirus Spread at Your Workplace

(Includes Implementation Suggestions for
Churches and Schools)



Beyond the Mask - What Should We Do?



For many of our customers, the name “Pura Vida” is associated with our company **Pura Vida Coffee** which roasts Fair Trade Organic coffees that are delivered fresh to organizations throughout Puget Sound, along with other breakroom supplies.

Pura Vida Supply was formed several years ago to distribute cleaning products and restroom supply systems as a convenience to our breakroom supply customers.

Since the onset of coronavirus, we have been engaging with cleaning product manufacturers, facility managers, cleaning contractors and others about their response. Based on these exchanges, as well as field testing of various products, we wrote this resource guide to share some practical tips about how

you may reduce the risk that team members and visitors to your facility will be exposed to coronavirus and become ill with Covid-19.

After you review this guide, we are pleased to engage on-site or via video call, phone, or email to build a program tailored to your facility or to simply answer questions. We wish you peace, health, and all the best in 2021.



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Top Takeaways

1. Get to know “High Touch Point Areas”

The term **“high touch area”** is somewhat self-explanatory! Coronavirus spreads through human contact so the virus may be active on the hands – thus the need to frequently disinfect areas often touched by hands. Depending on how your facility is used, a disinfecting routine may need to be performed throughout the day focusing specifically on these “high touch areas.” The charts below show high touch areas, marked by red dots, in a typical restroom and office:



2. How to Properly Disinfect a “High Touch Point Area”

(a) Cross Checking Whether Your Disinfectant is on the EPA List as Proven to Kill Coronavirus

We recommend that you visit the EPA site to check whether the current disinfectant you use kills coronavirus and to learn the required **“contact time”** (discussed in next point) your disinfectant needs to be effective. The EPA maintains a website that you can use to look up your disinfectant to see if it qualifies.



If the product appears, you are good to go, if the product doesn't appear on their list, you will need to use a different disinfectant. To access their site enter *“EPA list n”* in a search engine which will direct you to the EPA site.

On the home page you will see a blue bar titled:

Find a Product to Kill Coronavirus (COVID-19)

Click on this bar

Follow their instructions for inputting the first two parts of the EPA registration #

Top Takeaways Continued...

(b) Understanding “Contact Time”

After you visit the EPA website, be sure to take note of the “**contact time**” given for the disinfectant you will be using. This is important because proper disinfection of a surface is usually a three-step process: **(1)** soils are removed; **(2)** disinfectant is sprayed or wiped on the surface; and **(3)** the surface must remain wet for the “contact time” recommended by the EPA before the surface is wiped-down. If the surface is clean, the first step is not needed

How to properly disinfect a High Touch Point Area:



Use a general cleaner to remove any soils/debris from the surface



Spray disinfectant and allow sufficient contact time



Then wipe

3. Proper Signage

Documentation and communication provides reassurance to your employees, customers, and visitors that you have implemented a plan to reduce the risk of coronavirus spread at your facility.

PLEASE PRACTICE SOCIAL DISTANCING
Protect yourself and others against infections

POR FAVOR PRACTICA LA DISTANCIA SOCIAL
Protéjase y proteja a otros contra las infecciones

MAINTAIN A 6' DISTANCE FROM OTHERS
MANTENER UNA DISTANCIA DE 6 PIES DE LAS DEMÁS PERSONAS

- Cover mouth and nose when you cough or sneeze. *Cúbrase la boca y la nariz cuando tosa o estornude.*
- Wash hands with soap for at least 20 seconds. *Lávese las manos con jabón durante al menos 20 segundos.*
- Avoid touching eyes, nose, and mouth. *Evite tocarse los ojos, la nariz y la boca.*
- Disinfect surfaces regularly. *Desinfecte las superficies regularmente.*

Wash Your Hands

- Wet hands**
- Apply soap**
- Wash for 20 seconds**
- Rinse well**
- Dry hands**
- Turn off tap with towel**

Top Takeaways Continued...

4. CDC Guidelines for Hand Washing and Hand Sanitizer



Embrace proper hand washing technique. The first line of defense against virus spread is proper hand washing. After hands are washed, avoid touching “high touch points” (i.e. sink faucets, door handles) with your bare hands by using a paper towel or shirt sleeve etc. to shield your hands coming in contact with germs that may reside on the touch point.

PLEASE NOTE: hand sanitizer is not a substitute for proper hand washing. Hand sanitizer is essentially the “back-up” when soap and water are not available – for example – at the entrance to your facility a visitor may use hand sanitizer to clean their hands, or you may want to have hand sanitizer at work stations to be used in between hand washing.

5. Survey Your Restroom Supply Systems

You may need to upgrade restroom supply systems to reduce the number of high touch points. For example, replacing lever and folded towel dispensing systems with hands free roll towel dispensers. **If you use an air dry system, we recommend these be replaced** because coronavirus is airborne and air drying improperly washed hands may spread the virus throughout your restroom.



Outdated soap dispenser



Current generation soap dispenser



6. Train Team Members to Clean High Touch Areas Throughout the Day

Relying on a cleaning crew to disinfect after hours isn't enough to ensure the risk of Coronavirus spread is being reduced. There are small steps that need to happen during the day (such as disinfecting high touch point areas).

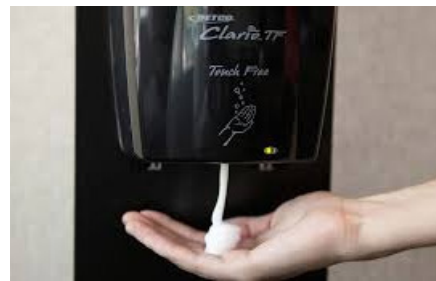


Recommendations for All Workplaces

#1 Post proper signage at facility entrance



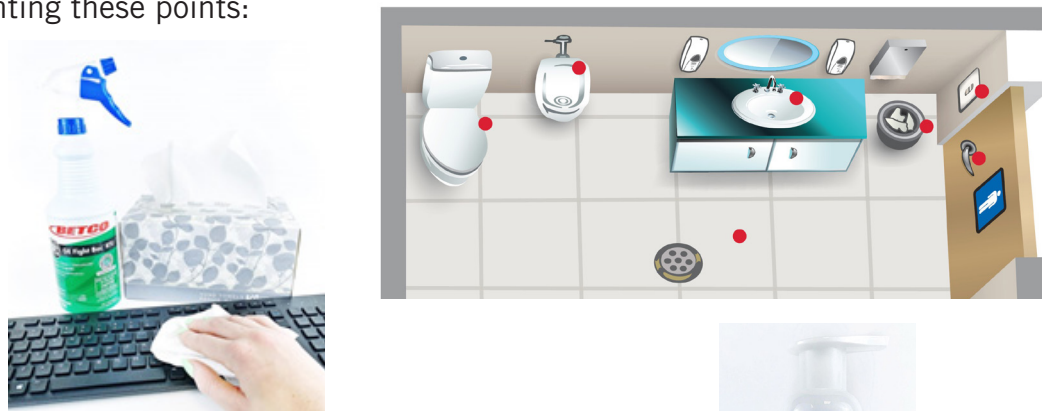
#2 Place a hand sanitizer stand inside entrance



#3 Have a supply of disposable face masks on-hand for use by visitors or team members who may have forgotten a mask



#4 Disinfect high touch points throughout the day. For example, as you complete normal restroom service, such as emptying trash bins, disinfect restroom high touch points as well. See the red dots shown below highlighting these points:



#5 Have hand sanitizer stations or pump bottles available throughout your facility.



Top Notes for Churches

- #1 Install collection boxes to replace offering plates:



- #2 If multiple services are held on the same day, recruit, equip, and train a team of volunteers to disinfect touch points between services.



- #3 If you are a large church, consider using an electrostatic sprayer to disinfect pews, restrooms, and other high touch points between services.



- #4 Many church pews have a seat cushion and most disinfectants are not effective at sanitizing soft surfaces. We stock the Betco Triforce disinfectant which sanitizes both hard and soft surfaces. We recommend this product to be used if your church pews have both hard and soft surfaces.



Use this Product:



Triforce is a super concentrate that must be dispensed through a Blend Center – please see page 12 of the coronavirus guide for more information.

Top Notes for Churches with Preschools and/or Schools

- #1 Ask your cleaning and restroom products supplier to survey your school to provide recommendations on changes you should make to address Covid. Such as, making sure you use and properly apply EPA list N disinfectants, and restroom supply systems are updated to eliminate high touch points. If they are not available to help, we are pleased to complete a site survey on a complementary basis.
- #2 Hand sanitizer stations should be placed at entrances and in classrooms. Visitors and students should be encouraged to use them.



- #3 You will likely need to change your current cleaning program (both product used and cleaning procedures) based on CDC guidelines for proper disinfecting. Please refer to pages 2 and 3.
- #4 Use an electrostatic sprayer to disinfect your school at the end of the day; or to disinfect other surfaces such as playground equipment during the day.



Top Notes for Churches with Preschools and/or Schools

#5 Disinfecting classrooms throughout the day.

Do you need a food surface safe sanitizer?

If students will be consuming snacks or lunches at their desks, you should consider using a food surface safe sanitizer in the classroom.

A big benefit to using food safe sanitizer is that it does not need to be rinsed after it is applied. Most disinfectants are not food surface safe and need to be rinsed after they are applied.

Betco's GE Fight Bac (pictured below) is an environmentally friendly product which is food surface safe. Plus, we offer a variety of application methods that may be used in classrooms throughout the day.



Disinfecting keyboards or other electronics

Apply a low pH disinfectant to a microfiber or disposable towel, then wipe the keyboard.

GE Fight Bac is again a great product to use for this purpose.



EPA Listed Disinfectants that Kill Coronavirus

Top Notes

1. This section lists disinfectants that we stock that kill Coronavirus and application methods.
2. We recommend that you read product use instructions and Safety Data Sheets (“SDS”) for the disinfectants that you use and follow their instructions.
 - a. SDS Section 8 describes recommendations for what personal protective equipment should be worn.
 - b. SDS Section 9 lists the pH of the product. A pH of 7 or less is considered “neutral” and is generally safe to apply to any surface. A pH of 8 or more may over time degrade floor finishes so you should avoid spraying directly on the floor.
3. As discussed earlier in this guide, a disinfectant requires contact time defined as the amount of time which should lapse after the disinfectant is applied before the surface is wiped dry. We list contact times for each disinfectant we distribute.

Ready to Use

Betco Fight Bac



Quat-based formula for use on a variety of hard, nonporous environmental surfaces. Quickly disinfects and deodorizes hard surfaces.

Common uses:

Only requires 1 minute of contact time to kill coronavirus. Perfect for disinfecting around reception areas where short contact time is needed.

| Stock # | Description | Case Pack |
|---------|----------------|-----------|
| JBET031 | Ready to use | 12 quarts |
| JSAN021 | Bottle trigger | each |

Contact Time: 1 Min.

Betco GE Fight Bac



Citric Acid active ingredient is non-irritating and no harsh fumes. Environmentally friendly. Cautionary note: do not apply to brass surfaces, it may cause corrosion over time.

Common uses:

Food surface safe which means it does not need to be rinsed. Used to disinfect breakroom or other surfaces which may come in contact with food. May also be used to disinfect any hard surface such as desks, countertops etc.

| Stock # | Description | Case Pack |
|---------|----------------|-----------|
| JBET021 | Ready to use | 12 quarts |
| JSAN021 | Bottle trigger | each |

Contact Time: 5 Min.

Gallon Concentrates

A more economical alternative to ready to use products. Pura Vida stocks quart spray bottles, which may be refilled and used multiple times. Spray bottle labels are provided at no charge. We also stock a pump which can be threaded on the gallon bottle to accurately dispense concentrate into the spray bottle.

PH7Q Spray Bottle Sanibet Spray Bottle Gallon Pump



| Stock # | Description | Case Pack |
|----------|---------------------|-----------|
| JSAN001 | 32 oz spray bottle | each |
| Nocharge | Spray bottle labels | each |
| JSAN021 | Bottle trigger | each |
| JSAN003 | Gallon Pump | each |

Betco pH7Q Dual Disinfectant

Quat-based neutral ph disinfectant that may be used to disinfect hard surfaces. Will not harm floor finishes if overspray contacts finished floors. Economical end use cost - dilutes at 1/2 oz. per gallon.

Common uses:

Used to disinfect any hard surface where 10 minute contact time is not an issue. Often used by cleaners at night to disinfect high touch points in restrooms and other areas applied using a spray bottle or electrostatic sprayer.



| Stock # | Description | Case Pack |
|---------|--------------------|-------------|
| JBET024 | Gallon concentrate | 4, 1-gallon |

Betco Sanibet Disinfectant/Sanitizer Gallon Concentrate

Quat-based formula for use on a variety of surfaces. NSF International Certified for use in all regulated food processing and food service environments. If used at lower dilution rates, does not need to be rinsed. Effective at killing coronavirus if used at higher concentrate level.

| Stock # | Description | Case Pack |
|-----------|---------------------|-------------|
| JBET022 | Gallon concentrate | 4, 1-gallon |
| JSAN001 | 32 oz spray bottle | each |
| No charge | Spray bottle labels | each |
| JSAN021 | Bottle trigger | each |
| JSAN003 | Gallon Pump | each |



Concentrates Dispensed Through Blend Center

If you have a water source available, such as a sink in a custodial closet or even just a hose bib, we can install and supply at no charge a chemical blend station that mixes super concentrated disinfectants with the water source at your facility.

Hand Held Dispenser

Wall Mount Dispenser

| Stock # | Description | Case Pack |
|---------|----------------------|-----------|
| JBET037 | Hand held dispenser | each |
| JBET004 | Wall mount dispenser | each |

In addition to disinfectants, the blend station can also be used to fill spray bottles or mop buckets with other cleaners such as glass/all purpose cleaners, floor cleaners etc.



- Benefits:
1. Very economical end use cost.
 2. Friendly to the environment (lower carbon footprint related to shipping; spray bottles may be reused v. ending up in landfills).
 3. The dilution rate of each product (which varies) is controlled by a cap near the lid of the 2 liter bottle so there is no “guess work” associated with mixing. Just push a button and the right amount of chemical is mixed with water.

Betco Triforce Disinfectant



Formulated to aid in the reduction of cross-contamination on treated surfaces in public facilities. Has the added benefit of a soft surface sanitization efficacy.

Common uses:

Applied using a spray bottle and trigger, or electrostatic sprayer to disinfect surfaces with relatively fast 3 minute contact time.

Contact Time: 3 Min.

End use cost: 15 cents per quart spray bottle

| Stock # | Description | Case Pack |
|---------|-------------------|-------------|
| JBET036 | Super concentrate | 4, 2 liters |

Betco pH7Q Dual Disinfectant



Quat-based neutral ph disinfectant that may be used to disinfect hard surfaces. Will not harm floor finishes if overspray contacts finished floors. Dilutes at ½ oz. per gallon.

Common uses:

Used to disinfect any hard surface where 10 minute contact time is not an issue. Often used by cleaners at night to disinfect high touch points in restrooms and other areas applied using a spray bottle or electrostatic sprayer.

Contact Time: 10 Min.

End use cost: 9 cents per quart spray bottle

| Stock # | Description | Case Pack |
|---------|-------------------|-------------|
| JBET023 | Super concentrate | 4, 2 liters |

Disinfectant Application Methods

Spray on surface, allow contact time, then wipe with a towel; or allow to air dry.

| Stock # | Description | Case Pack |
|---------|-------------------|-----------|
| JKC005 | Box of 120 towels | 18 boxes |
| JSAN062 | Microfiber towel | 12 towels |



If disinfecting computer keyboards and other electronics apply disinfectant to towel first and then wipe surfaces and allow to air dry.

Disinfectant Wipes in a Bucket



Create Your Own – Easytask Wiper Box

| Stock # | Description | Case Pack |
|---------|------------------|-----------|
| JSAN053 | Box of 275 wipes | each |

Premade

| Stock # | Description | Case Pack |
|---------|----------------------|-----------|
| JBET029 | Bucket of 1500 wipes | each |

Electrostatic sprayers

Victory sprayers are used to disinfect large areas. They are battery powered.



Victory Handheld

| Stock # | Description | Case Pack |
|---------|------------------|-----------|
| JVIC002 | Victory handheld | each |



Victory Backpack

| Stock # | Description | Case Pack |
|---------|------------------|-----------|
| JVIC001 | Victory backpack | each |

What about Bleach – It's Cheap and Doesn't it Kill Everything?

Bleach is NOT the ultimate disinfectant!

- For bleach to function properly all surfaces MUST be pre-cleaned, creating a labor-intensive, 2-step process.
- Bleach's shelf life is unstable and depends heavily on storage conditions. Warmer temperatures break down sodium hypochlorite (bleach) into salt and water, rendering it ineffective.
- A fresh solution must be made in a clean container immediately before disinfection, as water ions or hardness and soil contaminants adversely affect available chlorine ppms and efficacy.

Personal Protection Equipment (PPE)

The PPE we stock is for those involved in completing cleaning tasks or to provide visitors to your facility with a mask in the event they forgot to bring one.

PPE recommendations for cleaners and disinfectants you use are listed in Section 8 of the Safety Data Sheets (SDS) for the product. If you don't have SDS on-hand, you should be able to visit the manufacturer's website and obtain one.

Disposable face masks are relatively inexpensive and you should have some on-hand in the event a visitor or staff member forgot to bring one.

Face Masks

(#5) Earloop Face Mask

| Stock # | Case Pack |
|---------|-----------|
| JSAN047 | Box of 50 |



#5



#6

(#6) KN95 Flat Cone Style Face Mask

| Stock # | Case Pack |
|---------|-----------|
| JSAN056 | Box of 20 |

Protective Eyewear

(#7) Clear Hard Coat Anti-Fog Safety Glasses

| Stock # | Case Pack |
|---------|-----------|
| JSAN061 | Box of 12 |



#7

Gloves

(#8) Blue Nitrile Powder Free Gloves

| Stock # | Size | Case Pack |
|---------|---------|-----------|
| JSAN012 | Small | 10/100/CS |
| JSAN013 | Medium | 10/100/CS |
| JSAN006 | Large | 10/100/CS |
| JSAN014 | X-Large | 10/100/CS |

Nitrile gloves are used by hospitals and other health care organizations. Currently almost all available supply is being allocated to health care organizations. We also stock synthetic vinyl gloves (listed in this section) which are more readily available.



#8



#9

(#9) Black Nitrile Gloves

| Stock # | Size | Case Pack |
|---------|---------|-----------|
| JSAN059 | Medium | 10/100/CS |
| JSAN060 | Large | 10/100/CS |
| JSAN019 | X-Large | 10/100/CS |

(#10) Synthetic Vinyl Gloves

| Stock # | Size | Case Pack |
|---------|---------|-----------|
| JSAN065 | Small | 10/100/CS |
| JSAN066 | Medium | 10/100/CS |
| JSAN067 | Large | 10/100/CS |
| JSAN068 | X-Large | 10/100/CS |



#10

Restroom Supply Systems including Hand Soaps, Roll Towels, and Tissue

The restroom supply systems we stock are designed to minimize “out of stock” conditions and the amount of labor time required to refill dispensers. In the case of roll towels, they provide users direct access to the towel which eliminates one “high touch point”.

Most of our customers have opted to install manual systems which eliminate the need to replace batteries every six months which is required by automated systems. That said, we have listed both manual and automated (battery powered) systems.

Dispensers are supplied and installed by Pura Vida at no-charge; except for some battery soap and sanitizer dispensers which are invoiced at our cost.

Kimberly Clarke/Scott Hand Soap Systems

Manual

Does not require batteries.

| Stock # | Description | Case Pack |
|---------|--------------------|-----------|
| JKC026 | White dispenser | each |
| JKC009 | Black dispenser | each |
| JKC012 | Foam soap, 1,000ml | Case of 6 |



Touchless Battery

Touchless dispensing of soap.

| Stock # | Description | Case Pack |
|---------|--------------------------|-----------|
| JKC019 | White dispenser | each |
| JKC023 | Faux Stainless dispenser | each |
| JKC015 | Black dispenser | each |
| JKC014 | Foam soap, 1,200ml | Case of 2 |



Betco Hand Soap Systems

Manual Foaming Hand Soap

Does not require batteries.

| Stock # | Description | Case Pack |
|---------|--------------------|-----------|
| JBET013 | Black dispenser | each |
| JBET015 | White dispenser | each |
| JBET019 | Foam soap, 1,000ml | Case of 6 |



Battery Foaming Hand Soap

Touchless dispensing of soap.

| Stock # | Description | Case Pack |
|---------|--------------------|-----------|
| JBET014 | Black dispenser | each |
| JBET016 | White dispenser | each |
| JBET019 | Foam soap, 1,000ml | Case of 6 |



Touchless Manual and Battery High Capacity Roll Towel Dispensers

Advantages of Roll Towels compared to:

Folded Towels



1. Reduction in paper used per hand dry. Industry studies indicate a user, on average, will take 2-3 folded towels to dry their hands. This equates to about 30" of towel – or three times the amount of paper dispensed by a controlled use roll towel dispenser.

2. Significant labor savings because towel dispensers do not need to be refilled as often. Each of our roll towels is 1,100 feet in length (equals about 1,200 hand dries) which means dispensers do not need to be refilled as often.

3. Elimination of one possible “high touch area” which may spread germs.



Air Dryers

1. Air dryers consume a lot of electricity, are less effective at removing germs from hands and since coronavirus is airborne spread droplets which contain germs may be sprayed throughout the restroom.



High Capacity Manual Hands Free Roll Towel Dispenser

No-touch dispensing system helps reduce the spread of germs.

| Stock # | Description | Case Pack |
|---------|--------------------------|-----------|
| JKC001 | Black dispenser | each |
| TBD | Faux Stainless dispenser | each |
| TBD | White dispenser | each |
| JKC002 | Roll towel, 1,150 feet | Case of 6 |



High Capacity Battery Hands Free Roll Towel Dispenser

This dispenser is touchless and electronic to help minimize the spread of germs.

| Stock # | Description | Case Pack |
|---------|--------------------------|-----------|
| JKC018 | Black dispenser | each |
| JKC024 | Faux Stainless dispenser | each |
| TBD | White dispenser | each |
| JKC002 | Roll towel, 1,150 feet | Case of 6 |



Tissue Dispensers and Product

Single Roll Toilet Paper Dispenser

| Stock # | Description | Case Pack |
|---------|-----------------------------|------------|
| JKC032 | Black dispenser | each |
| JKC033 | Faux stainless dispenser | each |
| TBD | White dispenser | each |
| JKC029 | Small core TP, 1,100 sheets | Case of 36 |



Betco Hand Sanitizer Systems

Foaming Pump Hand Sanitizer for Desktop, Reception Area etc.

| Stock # | Description | Case Pack |
|---------|-------------|------------|
| JBET032 | 500ml Pump | Case of 12 |



Manual Wall Mounted

Does not require batteries.

| Stock # | Description | Case Pack |
|---------|-------------------------|-----------|
| JBET013 | Black dispenser | each |
| JBET015 | White dispenser | each |
| JBET018 | Foam sanitizer, 1,000ml | Case of 6 |



Battery Wall Mounted

Touchless dispensing of sanitizer.

| Stock # | Description | Case Pack |
|---------|-------------------------|-----------|
| JBET014 | Black dispenser | each |
| JBET016 | White dispenser | each |
| JBET018 | Foam sanitizer, 1,000ml | Case of 6 |



Free Standing Hand Sanitizer Station

Touchless dispensing of sanitizer, free standing set up.

| Stock # | Description | Case Pack |
|---------|-------------|-----------|
| JBET017 | Stand | each |



Kimberly Clarke/Scott Hand Sanitizer Systems

Manual Wall Mount

Does not require batteries.

| Stock # | Description | Case Pack |
|---------|-------------------------|-----------|
| JKC026 | white dispenser | each |
| JKC009 | black dispenser | each |
| JKC025 | Foam sanitizer, 1,000ml | Case of 6 |



Battery Wall Mount

Touchless dispensing of sanitizer.

| Stock # | Description | Case Pack |
|---------|--------------------------|-----------|
| JKC019 | white dispenser | each |
| JKC023 | faux stainless dispenser | each |
| JKC015 | black dispenser | each |
| JKC027 | Foam soap, 1,200ml | Case of 2 |



Free Standing Hand Sanitizer Station

Touchless dispensing of sanitizer, free standing set up.

| Stock # | Description | Case Pack |
|---------|-------------|-----------|
| JKC036 | Stand | each |



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