## Vehicle cleaning instructions

A clean work area promotes a healthy environment. You have a role in keeping your work area clean.

If you share a work vehicle with others, you should sanitize the high-touch areas every time you take over the vehicle, especially during flu season.

Follow these three easy steps:

- 1. Use a disposable disinfectant cloth to wipe down the following:
  - · Steering wheel
  - Seatbelt clasp
  - Door handles
  - · Other areas that are commonly touched
- 2. Carefully dispose of the cloth immediately after use.



The City of Richmond stocks a variety of antibacterial supplies. If the necessary disinfectant cleaning supplies are not available in your work area, please speak with your supervisor.

