

Cleaning and sanitising guideline for Coronavirus (COVID-19)



This Vehicle Cleaning and Sanitising Guideline is provided to help you manage the cleanliness of your fleet. It covers: -

1. General clean & sanitisation
2. Managing contaminated vehicles
3. Link to FREE COVID-19 hygiene awareness for drivers training course

1. HOW TO CLEAN AND SANITISE VEHICLES

Clean all common areas *before* and *after* a vehicle is used, such as:

• Door handles (internal and external)	• Boot lid	• Remote/Key
• Internal Grab handles above doors	• Steering wheel	• Indicator Stalks
• Seats includes Head Rests	• Dashboard	• Mirror Controls
• Seatbelts	• Control buttons	• Hand Brake lever
• Window controls	• Gear selector	• Media Touch Screen
• Grab handles	• Cup holders	• Centre console

While using the vehicle, the vehicle's air-conditioning should be set to *fresh air*, not recirculated air.

Vehicles can be cleaned with cleaning wipes, which are safe to use and meet the [World Health Organisation's cleaning advice](#); or cleaned with a hospital grade (**non-bleach**) disinfectant solution. Ensure you follow the product's instructions and Personal Protective Equipment (PPE) advice.

Wash your hands thoroughly after cleaning the vehicle using soap and water and dry your hands. If water is not available, clean your hands by using an alcohol-based hand sanitiser.

2. HOW TO MANAGE A CONTAMINATED VEHICLE

If you become aware that a person/s has been diagnosed with coronavirus (COVID-19) and has **recently driven** or has **been a passenger in a vehicle**, it's recommended the following steps are taken:

- Isolate the vehicle ASAP (make it unavailable by removing from service)
- Report it to your supervisor ASAP and inform your Fleet Administrator
- Hire a professional hygienist to clean and sanitise your vehicles. Grid Group are an AfMA supplier member and can assist in many areas across Australia and New Zealand. Call +61 (0) 246 477 155 or email info@gridgroup.com.au, website <https://www.gridgroup.com.au/> or contact your local vehicle detailer.

3. LINK TO FREE COVID-19 HYGIENE AWARENESS FOR DRIVERS TRAINING COURSE

For more general information a free online training course is available, relating to hygiene awareness, visit: [COVID-19 Hygiene Awareness For Drivers training course](#).

More information

While coronavirus is of concern, it is important to remember that most people displaying symptoms such as fever, cough, sore throat or tiredness are likely suffering with a cold or other respiratory illness—not coronavirus.

For the latest advice, information and resources, go to www.health.gov.au

The phone number of your state or territory public health agency is available at www.health.gov.au/state-territory-contacts

Acknowledgement:

AfMA thank QFleet for sharing the information used to create this guideline.

The information contained in this document is accurate as at 16/4/2020. This is a general guide only and you agree not to hold AfMA liable for any damages due to using the information contained within.