**Building Cleaning and Disinfection Services by LTS Enterprises**

LTS Enterprises is available for cleaning/disinfection of your office space. We offer cleaning/disinfection for offices exposed to COVID 19 per CDC guidelines under two different types of environmental conditions, listed below.

**Service Level A – No Suspected/Confirmed COVID-19 cases**

Clean all frequently touched surfaces in the workplace, such as workstations, countertops, floors, and vacuum carpets with HEPA filter. Disinfect all commonly used spaces such as door handles, light switches, bathrooms in their entirety and kitchen/break room areas. LTS, per the CDC, considers these common areas (in spaces that have no confirmed cases) as still in need of disinfection.

Cleaning and Disinfecting Agents:

For general cleaning: Eco-friendly, biodegradable multipurpose cleaner.

For disinfection: Diluted ammonium-based solutions with chemicals approved for disinfecting by CDC standards.

Products used for disinfection are registered with the EPA for disinfection.

**Service Level B – Suspected/Confirmed COVID-19 case**

Per CDC Guidelines: LTS Enterprises will need to wait at least 24 hours to clean the space after suspected/confirmed personnel have been removed. Please understand this is for the safety of our employees.

Like Level A, LTS will clean all frequently touched surfaces in the workplace, such as workstations, countertops, floors, and vacuum carpets with HEPA filter. Disinfect all commonly used spaces such as door handles, light switches, bathrooms in their entirety and kitchen/break room areas. LTS, per the CDC, considers these common areas as still in need of disinfection.

Clean and Disinfect all the workplace of the infected individual. Please cordon off this area or areas so it is clear where our employees need to clean and disinfect. This area will be thoroughly cleaned. Walls, desk surfaces, computers and equipment, chairs and floors. Note, we cannot clean and disinfect paper. LTS employees will wear CDC recommended PPE for this process.

Cleaning and Disinfecting Agents (same as above):

For general cleaning: Eco-friendly, biodegradable multipurpose cleaner.

For disinfection: Diluted ammonium-based solutions with chemicals approved for disinfecting by CDC standards.

Products used for disinfection are registered with the EPA for disinfection.

For further information re: the cleaning of COVID and viruses.

<https://cen.acs.org/biological-chemistry/infectious-disease/How-we-know-disinfectants-should-kill-the-COVID-19-coronavirus/98/web/2020/03>

**LTS Enterprises cleaning protocol for Level A and B:**

For non-porous (tabletop, doorknob, etc.) surfaces, remove any visible contamination using prior to disinfection.

For porous (carpeted floor, rugs, etc.) surfaces, remove any visible contamination using a HEPA filtered vacuum cleaner and disinfecting aerosol cleaners.

**LTS Enterprises Personal Protective Equipment (PPE) provided to our employees:**

Disposable Gloves, compatible with cleaner/disinfectant

Smock/gown

Safety glasses

Fully disposable PPE per CDC guidelines

LTS Enterprises is OSHA trained and compliant. LTS is fully insured