

**METHOD STATEMENT**

**Method Statement  
Of  
Anti-viral and Anti-Bacterial Decontamination of Work Spaces**

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# METHOD STATEMENT

## 1. SCOPE

This document has been prepared with a view to detailing and informing the customer in respect of Reaction Group's Anti-viral and Anti-bacterial Decontamination Activities relating to Work Spaces.

## 2. ABOUT REACTION GROUP

Reaction Group is committed to providing a quality and cost effective Decontamination Service to our Customers believing that our success is based on the safety and success of our customers. We believe in an open and honest relationship and will endeavour to meet our customer requirements where practically possible.

## 3. THE LAW

Under UK law The Health and Safety at Work Act puts the responsibility to employers for ensuring the safety and health of their employees and the public, if these are at risk from those work activities.

The legislation of specific relevance to our Decontamination Services are:

- The Health and Safety at Work Act 1974
- The Management of Health and Safety at Work Regulations 1999 (amended 2006)
- The Health Protection (Coronavirus) Regulations 2020
- The Electricity at Work Regulations 1989
- The Workplace (Health, Safety and Welfare) Regulations 1992
- Control of Substances Hazardous to Health (COSHH)
- BS EN 1276:2009 Chemical Disinfectants and Antiseptics
- EN 14476 - Virucidal Activity in the Medical Area

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### 4. PRELIMINARY EVALUATION, PREPARATION WORK

- On arrival to site, if required a site induction will be undertaken
- Ensure that all PPE and protective equipment is in good condition and fit for use
- Erect all safety signage and prepare all equipment
- Ideally, no client staff should be working on site whilst undertaking decontamination work, except staff to ensure access and security. If client staff are on site, they must be informed of works and access restricted to pre-designated areas so that accidental re-contamination does not occur.
- Agree a plan of work with the client, starting at the furthest point from entry (the top floor for example) and working back towards the ground exit doors.
- Decontamination should not be undertaken on items, walls or ceilings over 4 meters high without appropriate raised platform provisions.

### 5. ELECTROSTATIC DISINFECTANT SPRAYING (EDS)

- EDS must be undertaken as a first step. This should ideally be started from the main access doors, and move in the direction of the furthest point away from entry.
- EDS must cover ALL areas and items to be decontaminated
- Appropriate PPE such as respirators or compliant masks, overalls, gloves and overalls should be worn.
- An EN 14476 / 1276:2009 mix should be used at a dispersal aperture of 40 microns.

**METHOD STATEMENT****6. HIGH TOUCH-POINT CLEANING (HTP)**

- An HTP clean must be undertaken using a bleach-based mix.
- Disposable paper towel must be used.
- Gloves, masks, overshoes and coveralls must be worn at all times
- Cleaning must take place on all high touch point items including, but not limited to
  - Door handles
  - Arms and backs of desk chairs
  - All desk items
  - All desk surfaces
  - Buttons on computer equipment
  - Taps, all bathroom and kitchen items and surfaces
  - Keypads, locks and door entry systems
- All waste must be disposed of in clearly identifiable yellow bags and cable-tied when full. These must be removed from site and taken to a Reaction Group designated, bio-hazard disposal waste contractor.

**7. STEAM CLEANING**

- Steam cleaning must be undertaken on all carpets and upholstery
- Temperature gauges on equipment must show 150 degrees centigrade or higher before and during operation
- Appropriate lance attachments must be used
- All areas must be covered ensuring that steam permeates into fabrics in corners and hard to reach areas
- Appropriate hand protection must be worn
- Overalls, masks and overshoes must be used

**METHOD STATEMENT****8. RISK ASSESSMENT**

Reaction Group is committed to working in a safe environment for its own employees, customer employees and visitors to customer premises at the time of testing. As such specific hazards in the working environment have been identified in Reactions Risk Assessment RA-12, and can be discussed with the duty holder prior to commencement of the works.

**METHOD STATEMENT REVIEW****Written by:** Mike Holland-Porter**Position:** Technical Director**Date:** 14/02/2020**Review Date:** 14/02/2021

This Method Statement is to assist with the process of carrying out Antiviral and Antibacterial Decontamination of Work Spaces activities on customers sites and works in conjunction with RA-12 Electrical Engineer risk assessment.

If the work activity changes or deviates from that originally envisaged, we will seek further advice and request an amended method statement.



Mike Holland-Porter - Technical Director