

NCYC Cleaning and Disinfection Plan

Approved by NCYC Board of Governors May 19, 2020

Note this plan is dynamic and may change based on current government or medical guidance, Club rules as implemented by the NCYC Board of Governors, the availability of cleaning and disinfecting products, or other factors. Address questions or concerns to the NCYC Commodore.

DEFINITIONS

- Approved Disinfectant Product means an EPA-registered disinfectant, as indicated on the product label. If an EPA-registered disinfectant is not available, the following products are approved for disinfecting hard surfaces at North Cove Yacht Club:
 - a solution of approximately 70% ethanol in water, or
 - a solution of 1/3 cup household bleach per gallon of water.
- Cleaning means the removal of dirt and grime using soap and water or familiar commercial cleaning products and methods. Normal routine cleaning will decrease the amount of germs on a surface, thus reducing the risk of exposure.
- Disinfection means the application of an approved disinfectant product to a clean surface to kill germs on the surface

PROCEDURE

- Use products according to the label instructions if available. Generally, you may spray a light coating of approved disinfectant onto a surface, wipe it out with a damp cloth, and let it dry naturally. Alternatively, you may spray or apply product into a clean paper towel or cloth and wipe onto the surface to be disinfected.
- Follow all label warnings. Do not ingest any product. Wear gloves and avoid all contact. Do not splash bleach-based disinfectant onto non-colorfast clothing or surfaces. **Rinse face, eyes, or skin immediately after any contact and seek medical attention if necessary.**
- Wash hands after cleaning and disinfecting.

INDOOR CLEANING AND DISINFECTING WHEN STEWARD IS ON DUTY

Stewards are asked to disinfect specific high touch surfaces three times a day while on duty: at opening time, around noon, and at closing time. Note all members should still practice personal accountability and clean up before and after use of any Club property.

What Needs to Be Cleaned:

- NCYC will engage a cleaning service for weekly conventional cleaning of the clubhouse, bathrooms, and galley.
- Stewards may perform general light cleaning when areas are visibly dirty, including wipe-down and cleaning of hard surfaces with 409 or similar.

What Needs to Be Disinfected:

- The following high touch areas will be disinfected by the steward on duty:
 - Front doorknob (inside and out)
 - Light switches inside the front door, in the kitchen, bathrooms, and in the steward's office

- Refrigerator door handle
- Galley faucet handle
- Bathroom doorknobs
- Lavatory faucet handles, towel dispenser push bars, and soap dispenser pump bottles
- Rear slider door handles (inside and out)

INDOOR CLEANING AND DISINFECTING WHEN STEWARD IS NOT ON DUTY

- Assume all surfaces are contaminated and avoid contact when possible. Wash your hands thoroughly (preferred) or apply a hand sanitizer with a minimum of 60% alcohol immediately after any potential contact.
- Be conscientious of others and clean / disinfect the following surfaces if you have contacted them:
 - Front doorknob (inside and out)
 - Light switches inside the front door, in the kitchen, bathrooms, and in the steward's office
 - Galley faucet handle
 - Bathroom door doorknobs
 - Lavatory faucet handles, towel dispenser push bars, and soap dispenser pump bottles
 - Toilet seat cover, seat, and flush handle
 - Rear slider door handles (inside and out)

OUTDOOR CLEANING AND DISINFECTING GUIDELINES

- According to CDC, outdoor areas (*e.g.* parking lots, lawns, sidewalks) generally require normal routine cleaning and do not require disinfection. Outdoor hard surfaces and objects that are frequently touched by multiple people should be targeted for disinfection.
- When the launch is in operation the following surfaces will be kept clean and disinfected by the steward on duty according to the schedule approved by the NCYC BOG (*e.g.* after each leg of a trip):
 - Boarding ladder
 - Seats with potential contact
 - Seat backs and gunwales around seating areas
 - Engine cover surfaces around seating areas
- Members should consider the Club grounds and all Club-owned boats and equipment, as well as boats, lines, and equipment owned by other Club members to be potentially contaminated and avoid touching items where feasible. **Porous surfaces such as wooden docks, pilings, and porch guardrails and handrails will not be disinfected.** Wash your hands thoroughly (preferred) or apply a hand sanitizer with a minimum of 60% alcohol immediately after any potential contact. Disinfectant is available.
- **Lines, sails, and other soft items will not be disinfected.** Protective gloves are strongly recommended for line and sail handling.
- Club members must disinfect high-touch surfaces on Club-owned small boats after use, including:
 - Hard surfaces contacted during boarding and disembarking
 - Tillers, centerboards, motor cowling, shifters, throttles, gas line bulbs, E-stop switches, etc.