

Reopening Tips for Cleaning & Disinfecting

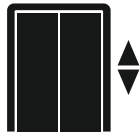
High Frequency Touch Points in Your Office

General Areas



Doors

frames & handles



Elevator

cars & buttons



Filing cabinets

drawers & handles



Phones

handles & buttons/
touchscreens



Printer

paper trays
& touchscreens



Light switches



Stairway

doorhandles &
railings



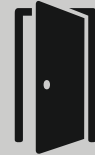
Office stationary

hole punches, scissors,
tape dispensers, staplers

Entryway



Chairs & Tables



Doors

Offices



Desk

Drawers & desk top



Chair

Backs and armrests



Computer

Keyboards, mice,
monitors, on/off switch

Security



**Desk
Counters**



**Clipboard
& pen**



**Computer
Equipment**

Cleaning and disinfecting high-touch areas is critical for better protecting your staff and customers. Just as you make it a priority to wash hands, move high-touch point disinfecting up on your list of best practices for a safer, healthier work-environment.

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