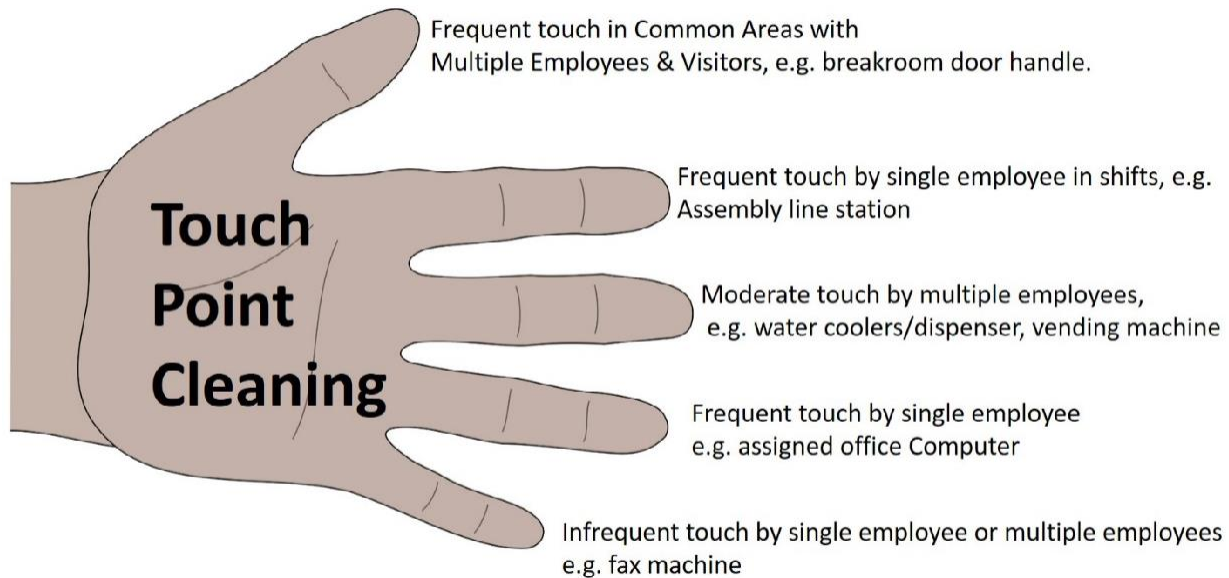


**High Touch Point Surfaces for Cleaning (excludes healthcare setting).**

Author: E.A. Sobek, PhD

Contributors: Dylan Graves<sup>1</sup>, John Leitner<sup>2</sup>, Sarp Oral<sup>3</sup>, Scott Veto<sup>4</sup>



**Common areas**

Common areas include lounges, breakrooms, smoking areas, cafeterias, conference rooms, or any location multiple employees gather that is not their designated work space.

**Breakroom/Cafeteria**

- Refrigerator doors
- Microwave doors and keypad
- Vending machine keypads and item swing doors
- Coffee pot handles, Keurig® k-cup lid handle and setting buttons
- Water dispenser buttons
- Self-serve soda/condiments/creamers etc. dispenser buttons or pump handles, napkin holders
- Enter/Exit door handles
- Common use severing utensils

<sup>1</sup> Dylan Graves-Assured Bio Labs, LLC, Oak Ridge TN

<sup>2</sup> John Leitner –Environmental Building Solutions, New York, NY

<sup>3</sup> Sarp Oral, PhD-Oak Ridge National Laboratory, Oak Ridge TN

<sup>4</sup> Scott Vito-Federal Bureau of Investigation, Lexington KY



### **Bathrooms**

- Paper towel dispenser handle/Toilet paper holder opening
- Stall door handles
- Flushometer handles
- Sink faucet hot/cold knobs
- In/out door handles/light switches

### **Smoking Areas**

- Door handles to enter and exit smoking areas
- Table tops in the area and bench seats
- Ashtrays

### **Conference Rooms**

- Keyboard/mouse/laser pointer
- Podium surface
- Shared laptop keypad
- Projector adjustment keypad
- Chair arms and height adjustment
- Conference table top
- Door handles/light controls/microphone and or wireless headsets
- White board erasers & markers

### **Commercial Building Elevators/Escalators & Entryway**

- Elevator call button
- Elevator cab floor buttons
- Internal handrails
- Escalator handrails
- Turnstile arms
- Revolving door and standard door handles
- High touch railing
- High touch lobby/waiting area chairs, couches, desks
- Call buttons, phones, and touchscreens
- Tenant suite door handles
- Guest sign-in pen

### **Employee Workspaces**

Employee Workspaces are areas where employees spend the majority of work hours conducting assigned tasks. They include offices, assembly lines, warehouses, cubicles, operation control centers, call centers, and server/computer locations. Often these areas have specialized equipment and touchpoints are not readily recognized, unlike common area touchpoints. It is important to work directly with the employees and managers in these areas to identify touchpoints.

#### **Offices/Cubicles/Call Centers**

- Keyboard/Mouse
- Light switches
- Door handles
- On/off buttons for computers and monitors
- Window/window shade handles
- Thermostat control
- Chair handles/desktops
- Phones handsets/headsets
- Employee time card machine and time card holder
- Multifunctional photocopier touchpads
- Common use office equipment including staplers, scissors, etc.
- Security keypads
- Drinking water dispenser buttons/fountains

#### **Inventory Warehouses**

- Forklift controls/pallet jack handles
- Loading dock controls
- Barcode scanners
- Shared computer workstations
- Inventory printer keypads
- Commonly used door handles
- Staging area touchpoints
- High touch safety railing
- Common use phones/call buttons

**Assembly lines**

- Employee station tools/robot controls/keypads
- High-touch surfaces within employee station
- Inventory staging area high touch surfaces/equipment
- Line control switches/buttons
- High touch buttons/keys/knobs control centers
- High touch, common use tools/equipment
- Hopper lid handles
- Overline stair railings

**Machining/Fabrication**

- High frequency common use tool handles
- Common use tool box handles
- Machine on/off buttons, keypads, touchscreens
- Compressed Gas Valve controls
- Common use bench top, vice handles, measuring devices

**IT/Server/Data Centers**

- Crash carts & associated network/interface cables
- Cabinet/rack door handles
- Server pull handles
- Technical staff tools
- High frequency touchscreens, keyboards, desks

**Food Service**

- Common use ingredient storage containers
- Gas stove/grill knobs
- Order up bells
- Food preparation device handles and buttons
- High frequency touch storage handles
- Refrigerator/Freezer/Oven/Ice machine handles
- Order touchscreens/payment registers
- Common touch railing and door handles
- Seating touchpads and Host podium surface
- Prep area sink handles and faucet extension grips