**[FACILITY NAME HERE] Water Treatment Plant**

Plant and Work Area Cleaning Procedures

Standard Operation

1. Weekly cleaning of general work areas, break room, and restrooms shall include dusting, mopping, and sanitizing of all control panels, phones, computers screens, keyboards, lab equipment, and door access handles.
2. [ADD ADDITIONAL FACILITY SPECIFIC AREAS/TASKS AS NEEDED]

Enhanced Alert Operation

1. The weekly cleaning schedule will be enhanced to a per shift basis in times of heightened alertness. All hard surfaces and common use areas listed in the standard operation procedure cleaning schedule will be cleaned by each operator at the end of each shift.
2. Proper PPE (latex or nitrile gloves) shall be worn while performing sampling in the laboratory or field sampling.
3. The access gates shall be closed and all access to the grounds will be limited to necessary chemical and material deliveries only.
4. The inside facilities and control rooms to the plant shall be deemed as off limits to all unnecessary personnel and access will be strictly limited to only operators and supervisors.
5. [ADD ADDITIONAL FACILITY SPECIFIC AREAS/TASKS AS NEEDED]

[SUPERINTENDENT/SUPERVISOR/HEAD OPERATOR CONTACT INFO HERE]