



Wine Industry Sample Protocols:

Recommended Cleaning Procedures Following Identification of an Employee Who Is Diagnosed or Tested Positive for COVID-19

In these challenging times, it is important for wineries and affiliated businesses to be prepared to appropriately respond when a workplace is impacted by the novel coronavirus, or COVID-19. This is one of a series of recommended policies prepared by Wine Institute for use by wineries and affiliated businesses to appropriately respond when their workplace is impacted by cases of COVID-19.

Wineries are covered by the Food and Drug Administration's (FDA) Good Manufacturing Practices (GMP), which require wineries to have in place adequate policies and procedures for cleanliness. With respect to the current outbreak of COVID-19, the Centers for Disease Control and Prevention (CDC) has released guidance on how employers should properly clean and disinfect rooms or areas occupied by suspected or confirmed cases involving employees. Below, we highlight the CDC's guidance.

We are aware that some companies will not be able to adopt all recommendations outlined in this document. Please note that the information in this document is relevant to the date on which it was last revised and that employers should confirm that it is still current at the time of use. This document is to be used as guidance only and is an evolving document.

The following are strong recommendations generally based on guidance from federal agencies, including CDC, OSHA, and EEOC. In some states and localities, some of these recommendations may be mandatory. Check with local officials for details about their public health emergency orders and requirements.

See CDC guidelines at:

www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

What to do after an employee tests positive for, or is suspected to have, COVID-19

Wineries should have in place policies requiring employees to report illnesses and to refrain from coming to work if they have symptoms, particularly those identified by CDC as characteristic of COVID-19: shortness of breath, coughing, and fever. Recently, several authorities have added other symptoms that may also be present: sore throat, generalized muscle aches (new), acute onset of loss of smell or taste (without other explanation). Employees who report one or more of the symptoms listed should be presumed to have COVID-19 in the absence of a physician's diagnosis of another cause or a negative COVID-19 test. Employees are also presumed positive if they in "close contact" with someone with COVID-19 (see "Employees Management Policies For "Close Contacts" with COVID-19 Cases" guidance).

- Evacuate employees in areas used, occupied, or travelled by the employee and close them off; do not allow other employees to enter the area.



- Wait “as long as practical” before beginning cleaning and disinfection protocols to minimize potential for exposure to respiratory droplets. CDC does recommend waiting 24 hours, but where this is not practical, and general mechanical ventilation is provided to the work area, a shorter time may be necessary.
 - If cleaning staff perform routine cleaning at the end of the workday and the area has been closed off for at least four hours, the employer should perform routine cleaning following the daily cleaning routine.
 - Employers should consider factors like the size of the room and ventilation system when deciding how long to close off a room or work area where someone was ill or suspected to be ill with COVID-19.
 - If it is determined that it is necessary to perform deep cleaning by a third-party professional cleaning service, the cleaning service should follow CDC guidelines for protection of cleaning staff.
- If consistent with GMPs, open outside doors and windows to increase air circulation in the area.
- Assure all cleaning is done with disinfectants that are on EPA’s List N, those EPA believes are effective disinfectants against COVID-19. Only use disinfectants that clearly state on the label it is approved for food contact surfaces and only when consistent with safe food practices and quality control for wine products.
- Assure cleaning staff strictly follow the instructions on the disinfectant labels for 1) what type of personal protective equipment (PPE) to wear, 2) contact time, and 3) how to properly use the disinfectant. Pay particular attention to contact time and instructions to adequately wet all surfaces, especially those touched by employees regularly, such as keyboards, computer screens, switch panels or other controls.
 - Assure that a PPE assessment is performed as required by OSHA standards to determine what PPE is required.
 - Refer to your written respirator program and manufacturer instructions for cleaning and disinfecting, fit testing, inspection, replacement and other aspects of managing mask usage in the workplace.
 - Assure the disinfectants used are approved for use in food manufacturing areas or food establishments.
- Require cleaning staff to clean and disinfect all areas used or occupied by the employee for more than 15 minutes.
 - Surfaces can be cleaned using a detergent or soap and water; if surfaces are dirty, thoroughly clean prior to disinfection.
- Require cleaning staff to do the following after cleaning:
 - Remove gloves and gowns after cleaning the area. Wash gloves with soap and water or hand sanitizer, then remove gloves last and use safe glove doffing procedure – peeling downward, turning the glove inside-out.
 - Clean hands immediately after removing their gloves by washing hands with soap and water for 20 seconds.
 - If soap and water is not available and hands are not visibly dirty, then use alcohol-based hand sanitizer that contains 60%-95% alcohol.



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Wine Institute is a private, non-profit trade association of wineries and associate members engaged in industries related to wine production and distribution. In an effort to increase health and safety awareness amidst the COVID-19 crisis and to improve health and safety practices at Wine Institute member sites, Wine Institute is proud to offer these exemplars of health and safety best practices related to the COVID-19 crisis. The exemplars offer a series of general best practices related to COVID-19 which were drawn from guidance from federal agencies, including CDC, OSHA, and EEOC, and consultations with an OSHA lawyer and infectious disease doctor.

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Contact Information

All communications relating to the health and safety exemplars related to COVID-19 should be directed to Wine Institute's legal team at legal@wineinstitute.org.