Camp Illiana Cleaning and Disinfection Plan



The purpose of this cleaning and disinfection plan is minimize the transmission of viruses and provide a fresh clean environment in Camp Illiana buildings and common areas.

The following locations and equipment are included in the plan:

- Valleyview Lodge (pg. 1-3)
- Lakeview Lodge (pg. 3-4)
- Dining Hall (pg. 4-5)
- Joshua Lodge (pg. 5-6)
- Maplewood Cabin (pg. 6-7)
- Camp Office (pg. 7)
- Dogwood Cabin/Nurses Office (pg. 7-8)
- Camp Illiana Quarantine Area (pg. 8)
- Pool House, Pools, and Equipment (pg. 9)
- Game Shack (pg. 9)
- Canteen/Camp Store (pg. 10)
- Pavilion (pg. 10)
- Basecamp (pg. 10)
- Paintball Area (pg. 10)
- Element Equipment Shed (pg. 11)
- All Element areas (pg. 11)

Cleaning entails washing with a detergent and water to remove soil, organic matter, and some microorganisms from a surface. After the detergent and water wash, "disinfecting" entails use of a EPA-approved disinfectant applied in accordance with the manufacturer recommendations. The following cleaning schedule includes procedures for two-stage cleaning and disinfection.

Location: Valleyview Lodge

___ Turn off lights

Bathrooms C Side, D Side, Worship Center (Daily)
Sinks, faucets, backsplashes & counters cleaned with general purpose cleaner
Sinks, faucets, backsplashes, counters, paper towel and toilet paper dispensers wiped with
disinfectant
Partitions cleaned with general purpose cleaner
Partitions sprayed with disinfectant (especially in splash zone)
Toilets cleaned on outside with general purpose cleaner
Toilet bowl cleaner sprayed around inside of toilet rims and cleaned with toilet brush and flushed
Showers cleaned with general purpose cleaner (don't forget drain cover & ledges
on top and outside of shower stall)
Wash mirrors with glass cleaner
Dressing curtains pulled back on hooks
Floors swept (be sure to get dust behind toilets)
Mop floors with general purpose cleaner (get around toilets and in corners) & prop doors open
Wash walls (including under sink) with a swiffer as needed
Spray walls with disinfectant spray in touch areas
Fill paper towel and toilet paper dispensers as needed
Fill soap dispensers as needed
Stock bathroom cabinets with paper/cleaning products from the storage closet
Empty all trash cans

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Rock Wall (Daily)
Disinfect all rocks on the wall
Wipe down ceiling along the top of the rockwall
Wipe down the front of the media center
Disinfect helmets
Disinfect harnesses
Disinfect ropes
Wipe down any chairs used during rec time
Disinfect all equipment for anchoring
Disinfect key to open equipment door
Media Center (Daily)
Wipe down soundboard
Wipe down surfaces and chairs
Disinfect keyboards and mice
Vacuum carpet
Disinfect power switches
Disinfect drawers and shelves
Dorm Rooms/Hallways (Daily)
Spray each bed with disinfectant spray
Wipe doorknobs and light switches in each room with disinfecting wipes
Wipe bathroom doors with disinfecting wipes
Wipe stair rail in each set of stairs with disinfecting wipes
Empty all trash
Turn off lights
Dorm Rooms (Weekly)
Wipe each bed with disinfectant spray
Wipe doorknobs and light switches in each room with disinfecting wipes
Wipe bathroom doors with disinfecting wipes
Wipe stair rail in each set of stairs with disinfecting wipes
Check on & under beds & on shelves for items
Vacuum floors, under beds, and in hallways
Reset thermostats (64 in winter & 78 in summer), turn fan to "Auto"
Clean windows (including hallway)
Empty all trash
Turn off lights
Worship Center & Oak Room (Daily)
Sinks, faucets, backsplashes & counters cleaned with general purpose cleaner in Oak Room
Sinks, faucets, backsplashes & counters sprayed with disinfectant in Oak Room
Wipe down bathroom and closet doors/doorknobs
Wipe water fountains with disinfecting wipes
Wash door windows with glass cleaner
Wipe doorknobs and doors of exterior doors
Worship Center & Oak Room (Weekly)
Sinks, faucets, backsplashes & counters cleaned with general purpose cleaner in Oak Room
Sinks, faucets, backsplashes & counters wiped with disinfectant in Oak Room
Wipe down bathroom and closet doors/doorknobs
Wipe water fountains with disinfecting wipes

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 Wash door windows with glass cleaner Wipe doorknobs and doors of exterior doors Vacuum carpet Empty refrigerator of leftover food, then wipe with soap and water Sweep and mop floor in Oak Room Dust Bible bookshelf in Worship Center Wipe and vacuum around tech booth Take dirty towels to dining hall & trash to dumpster Reset thermostats (64 in winter & 78 in summer), turn fan to "Auto" Empty all trash Turn off lights 	
Report any damage or needed repairs to the Hospitality Director	
Bathrooms A Side, B Side (Daily) Sinks, faucets, backsplashes & counters cleaned with general purpose cleaner Sinks, faucets, backsplashes, counters, paper towel and toilet paper dispensers wiped with disinfectant Partitions cleaned with general purpose cleaner Partitions sprayed with disinfectant (especially in splash zone) Toilets cleaned on outside with general purpose cleaner Toilet bowl cleaner sprayed around inside of toilet rims and cleaned with toilet brush and flush showers cleaned with general purpose cleaner (don't forget drain cover & ledges on top and outside of shower stall) Wash mirrors with glass cleaner Dressing curtains pulled back on hooks Floors swept (be sure to get dust behind toilets) Mop floors with general purpose cleaner (get around toilets and in corners) & prop doors open wash walls (including under sink) with a swiffer as needed Spray walls with disinfectant spray in touch areas Fill paper towel and toilet paper dispensers as needed Stock bathroom cabinets with paper/cleaning products from the storage closet Empty all trash cans Turn off lights	
 Dorm Rooms/Hallways (Daily) Spray each bed with disinfectant spray Wipe doorknobs and light switches in each room with disinfecting wipes Wipe bathroom doors with disinfecting wipes Empty all trash Turn off lights 	
Dorm Rooms (Weekly) Spray each bed with disinfectant spray Wipe doorknobs and light switches in each room with disinfecting wipes Wipe bathroom doors with disinfecting wipes Check on & under beds & on shelves for items Vacuum floors, under beds, and in hallways Reset thermostats (64 in winter & 78 in summer), turn fan to "Auto" Clean windows (including hallway)	

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Empty all trash
Turn off lights

Main Room & Kitchen (Daily)

- ___ Sinks, faucets & counters cleaned with general purpose cleaner in Kitchen
- ___ Sinks, faucets & counters sprayed with disinfectant in Kitchen
- ___ Wipe down bathroom and closet doors/doorknobs
- ___ Wipe water fountain with disinfecting wipes
- ___ Wash door/windows with glass cleaner
- ___ Wipe doorknobs and doors of exterior doors
- ___ Wipe desk/sound board with disinfectant wipes

Main Room& Kitchen (Weekly)

- ___ Sinks, faucets & counters cleaned with general purpose cleaner in Kitchen
- ___ Sinks, faucets & counters wiped with disinfectant in Kitchen
- ___ Wipe down bathroom and closet doors/doorknobs
- ___ Wipe water fountains with disinfecting wipes
- ___ Wash door windows with glass cleaner
- ___ Wipe doorknobs and doors of exterior doors
- ___ Wipe desk/sound board with disinfectant wipes
- ___ Vacuum carpet
- ___ Empty refrigerator of leftover food, then wipe with soap and water
- ___ Sweep and mop floor in Kitchen
- ___ Dust Speakers
- ___ Wipe and vacuum around tech booth
- ___ Take dirty towels to dining hall & trash to dumpster
- ___ Reset thermostats (64 in winter & 78 in summer), turn fan to "Auto"
- ___ Empty all trash
- ___ Turn off lights

___ Report any damage or needed repairs to the Hospitality Director

Location: Dining Hall

Kitchen (After Each Meal)

- ___ Wash all dishes and place on drying rack
- ___ Clean out dish sink
- ___ Wipe down all surfaces with disinfectant
- ___ Sweep and mop floors
- ___ Check that all appliances are turned off
- ___ Check ovens, warmers, fridge, and freezer for leftover food
- ___ Collect all the trash and take to dumpster (replace trash bags)

Dining Area (After Each Meal)

- ___ Wipe tables with Disinfectant
- ___ Wipe counter surfaces with Disinfectant
- ___ Place folding chairs on tables
- ___ Sweep and mop front entrance
- ___ Sweep and mop Dining Hall floor
- ___ Wipe windows
- ___ Collect all trash and take to dumpster (replace trash bags)

Cleaning and Disinfection Plan



Bathrooms (Daily)

Sinks, faucets, backsplashes & counters cleaned with general purpose cleaner
Sinks, faucets, backsplashes, counters, paper towel and toilet paper dispensers wiped with disinfectant
Partitions cleaned with general purpose cleaner
Partitions sprayed with disinfectant (especially in splash zone)
Toilets cleaned on outside with general purpose cleaner
Toilet bowl cleaner sprayed around inside of toilet rims and cleaned with toilet brush
Toilets flushed after cleaned
Wash walls (including under sink) with a swiffer as needed
Spray walls with disinfectant spray in touch areas
Restock soap, toilet paper, and paper towels
Laundry Room (Daily)
Wash and dry whatever needs washed and dried
Fold and put away all finished laundry
Keep clutter-free
Sweep floor
Report any damage or needed repairs to the Hospitality Director
Location: Joshua Lodge
Bathrooms (Daily)
Sinks, faucets, backsplashes & counters cleaned with general purpose cleaner
Sinks, faucets, backsplashes, counters, paper towel and toilet paper dispensers wiped with
disinfectant
Partitions cleaned with general purpose cleaner
Partitions sprayed with disinfectant (especially in splash zone)Toilets cleaned on outside with general purpose cleaner
Toilets cleaned on outside with general purpose cleaner Toilet bowl cleaner sprayed around inside of toilet rims and cleaned with toilet brush and flushed
Showers cleaned with general purpose cleaner (don't forget drain cover & ledges
on top and outside of shower stall)
Wash mirrors with glass cleaner
Dressing curtains pulled back on hooks
Floors swept (be sure to get dust behind toilets)
Mop floors with general purpose cleaner (get around toilets and in corners) & prop doors open
Wash walls (including under sink) with a swiffer as needed
Spray walls with disinfectant spray in touch areas
Fill paper towel and toilet paper dispensers as needed
Fill soap dispensers as needed
Stock bathroom cabinets with paper/cleaning products from the storage closet
Empty all trash cans
Turn off lights

Rooms (Daily)

- ___ Empty trash
- Wipe doorknobs and light switches in each room with disinfecting wipes
 Wipe bathroom/entrance doors with disinfecting wipes

Cleaning and Disinfection Plan

___ Spray walls with disinfectant spray in touch areas

___ Empty all trash cans ___ Turn off lights

___ Stock bathroom closets with paper products from the storage closet



Rooms (Weekly)
Spray each bed with disinfectant spray
Wipe doorknobs and light switches in each room with disinfecting wipes
Wipe bathroom doors with disinfecting wipes
Check on & under beds, in dressers, & on shelves for items
Vacuum floors, under beds, and in hallways
Reset thermostats (64 in winter & 78 in summer), turn fan to "Auto"
Clean windows
Empty all trash
Turn off lights
<u> </u>
Main Room & Kitchen (Weekly)
Sinks, faucets & counters cleaned with general purpose cleaner in Kitchen
Sinks, faucets & counters wiped with disinfectant in Kitchen
Wipe down bathroom and closet doors/doorknobs
Wipe water fountains with disinfecting wipes
Wash door windows with glass cleaner
Wipe doorknobs and doors of exterior doors
Wipe desk/sound board with disinfectant wipes
Vacuum carpet
Empty refrigerator of leftover food, then wipe with soap and water
Sweep and mop floor in Kitchen
Dust Speakers
Wipe and vacuum around tech booth
Take dirty towels to dining hall & trash to dumpster
Reset thermostats (64 in winter & 78 in summer), turn fan to "Auto"
Empty all trash
Turn off lights
Report any damage or needed repairs to the Hospitality Director
Report any damage of freeded repairs to the flospitality Director
Location: Maplewood Cabin
Bathrooms (Daily)
Sinks, faucets, backsplashes & counters cleaned with general purpose cleaner
Sinks, faucets, backsplashes, counters, paper towel and toilet paper dispensers wiped with
disinfectant
Partitions cleaned with general purpose cleaner
Partitions sprayed with disinfectant (especially in splash zone)
Toilets cleaned on outside with general purpose cleaner
Toilets cleaned on outside with general purpose cleaner Toilet bowl cleaner sprayed around inside of toilet rims and cleaned with toilet brush
Toilets bow cleaner sprayed around inside of toilet firms and cleaned with toilet brush
Showers cleaned with general purpose cleaner (don't forget drain cover & ledges
on top and outside of shower stall)
Wash mirrors with glass cleaner
Dressing curtains pulled back on hooks
Floors swept (be sure to get dust behind toilets)
Mop floors with general purpose cleaner (get around toilets and in corners) & prop doors open
Wash walls (including under sink) with a swiffer as needed

Cleaning and Disinfection Plan



Rooms/	<u>Hallways</u>	(Daily)

 Wipe doorknobs and light switches in each room with disinfecting wipes Wipe bathroom doors with disinfecting wipes Empty all trash Turn off lights
Rooms (Weekly) Wipe doorknobs and light switches in each room with disinfecting wipes Wipe bathroom doors with disinfecting wipes Pick up and put away all personal belongings Vacuum floors, under beds, and in hallways Clean windows (including hallway) Empty all trash Turn off lights
Main Room & Kitchen Sinks, faucets & counters cleaned with general purpose cleaner in Kitchen Sinks, faucets & counters sprayed with disinfectant in Kitchen Vacuum carpet Empty refrigerator of old leftover food, then wipe with soap and water Sweep and mop floor in Kitchen
Report any damage or needed repairs to the Hospitality Director
Location: Office
Bathroom Sink, faucet, backsplash & counter cleaned with general purpose cleaner
Sink, faucet, backsplash & counter wiped with disinfectant
Toilet cleaned on outside with general purpose cleaner Toilet bowl cleaner sprayed around inside of toilet rim and cleaned with toilet brush
Toilet flushed after cleaned
Wash bathroom walls with swiffer as needed Wash mirror with window cleaner
Floors swept (be sure to get dust behind toilets)
Mop floor with general purpose cleaner or swiffer (get around toilets and in corners) & prop door
open Restock soap, toilet paper, and paper towels
Empty trash (replace trash bags)
Turn off light
Entryway & Offices
Wipe doorknobs and light switches in each room with disinfecting wipes
Front and back door glass sprayed with window cleaner and wipedEmpty all office trash cans
Vacuum all carpet
Sweep and mop floor in entryway

___ Report any damage or needed repairs to the Hospitality Director

Cleaning and Disinfection Plan



Location: Dogwood Cabin/First Aid Office

<u>Bathrooms</u>
Sinks, faucets, backsplashes & counters cleaned with general purpose cleaner
Sinks, faucets, backsplashes, counters, paper towel and toilet paper dispensers wiped with
disinfectant Partitions cleaned with general purpose cleaner
Partitions cleaned with general purpose cleanerPartitions/walls sprayed/wiped with disinfectant (especially in splash zone)
Toilets cleaned on outside with general purpose cleaner Toilet bowl cleaner sprayed around inside of toilet rims and cleaned with toilet brush
Toilets flushed after cleaned
Showers cleaned with general purpose cleaner (don't forget drain cover & ledges
on top and outside of shower stall)
Wash mirrors with glass cleaner
Dressing curtains pulled to side
Floors swept (be sure to get dust behind toilets)
Mop floors with general purpose cleaner (get around toilets and in corners) & prop doors oper
Wash walls with a swiffer as needed
Spray walls with disinfectant spray in touch areas
Stock bathroom cabinets with paper products from the storage closet
Empty all trash cans
Turn off lights
Rooms/Hallways (Daily)
Wipe doorknobs and light switches in each room with disinfecting wipes
Wipe bathroom doors with disinfecting wipes
Empty all trash
Turn off lights
Rooms (Weekly)
Wipe doorknobs and light switches in each room with disinfecting wipes
Wipe bathroom doors with disinfecting wipes
Pick up and put away all personal belongings
Vacuum floors, under beds, and in hallways
Clean windows (including hallway)
Empty all trash
Turn off lights
Report any damage or needed repairs to the Hospitality Director
Location: Dogwood/Quarantine Area
Disinfect entire area with full PPE on (after each person leaves)
Vacuum floor
Wipe down beds/frames with Disinfectant
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Spray entire area with Disinfectant spray
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Bathroom Cid of a control of the co
Sink, faucet, backsplash & counter cleaned with general purpose cleaner
Sinks, faucets, backsplashes, counters, paper towel and toilet paper dispensers wiped with
disinfectant
Toilets cleaned on outside with general purpose cleaner
Toilet bowl cleaner sprayed around inside of toilet rims and cleaned with toilet brush

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Cleaning and Disinfection Plan	
 Toilets flushed after cleaned Shower cleaned with general purpose cleaner Wash mirror with glass cleaner Dressing curtains pulled to side Mop floors (get around toilets and in corners) & prop doors open Wash walls (including under sink) with a swiffer Spray walls with disinfectant spray in touch areas Disinfect Doors and door handles Stock bathroom closets with paper products from the storage closet Empty all trash cans Turn off lights 	
Location: Poolhouse	
Bathrooms Sinks, faucets, backsplashes & counters cleaned with general purpose cleaner Sinks, faucets, backsplashes & counters wiped with disinfectant Partitions cleaned with general purpose cleaner Partitions sprayed with disinfectant (especially in splash zone) Toilets cleaned on outside with general purpose cleaner Toilet bowl cleaner sprayed around inside of toilet rims and cleaned with toilet brush Toilets flushed after cleaned Showers cleaned with general purpose cleaner Wash mirror with glass cleaner Dressing curtains pulled to side Mop floors with general purpose cleaner (get around toilets and in corners) & prop doors open spray walls down with hose Spray walls down with hose Spray walls with disinfectant spray (weekly) Spray/Wipe Toilet Paper Dispenser with disinfectant Spray/Wipe Paper Towel Dispenser with disinfectant Spray/Wipe Hooks Above the Bench with disinfectant Spray/Wipe Doors and door handles with disinfectant Stock bathroom closets with paper products from the storage closet Empty all trash cans Turn off lights	∍n
Pool Deck (Daily) Wipe down chairs and benches with disinfectant Spray Disinfect fence rails and gates Wipe down lifeguard chair with disinfectant Wipe down rescue tubes with disinfectant Wipe down umbrella handles with disinfectant Spray Disinfect the diving board Wipe down ladders with disinfectant	
 Waterslide (Daily) Wipe down stairs and stair railing with disinfectant Wipe down entrance of the water slide with disinfectant Wipe down legs with disinfectant 	

Aqua Wall (Daily)
___ Spray down the wall with disinfectant

Cleaning and Disinfection Plan



Location: Game Shack

<u>Main Room</u>	(Daily)
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- ___ Sweep/Blow and hose out concrete floor
- ___ Wipe off Pool Table hard surfaces with disinfectant
- ___ Wipe off Pool Sticks with disinfectant
- ___ Wipe off Pool Balls with disinfectant
- ___ Wipe off Carpet Ball Table hard surfaces and Balls with disinfectant
- ___ Wipe off Ping Pong Table hard surfaces and Paddles with disinfectant
- ___ Spray fabric surfaces of pool and carpet ball tables with disinfectant
- ___ Empty Trash

Location: Canteen/Camp Store

Outside (Daily)

- ___ Sweep/Blow and Mop (weekly) concrete
- ___ Wipe down counter and window with disinfectant
- ___ Wipe down all tables with disinfectant
- ___ Wipe down all cornhole and other games with disinfectant

Canteen (Daily)

- ___ Sweep and Mop(weekly) concrete
- ___ Wipe down key and door handle with disinfectant
- ___ Disinfect/wipe indoor counters
- ___ Wipe down cash box and all handles with disinfectant
- ___ Change out all trash cans after each canteen

Camp Store (Daily)

- ___ Sweep and Mop(weekly) concrete
- ___ Disinfect/wipe each individual section of items
- ___ Disinfect/wipe each stack of shirts and hats
- ___ Wipe down cash box and iPad with disinfectant
- ___ Wipe down Door Handles with disinfectant

Location: Pavilion

Main Floor (Daily)

- ___ Disinfect any and all balls
- ___ Wipe down basketball goals with disinfectant
- ___ Sweep/Blow concrete
- ___ Wipe down and disinfect all equipment with disinfectant
- ___ Wipe all railings/posts
- ___ Wipe down 9 Square Poles with disinfectant
- ___ Disinfect/wipe Light Switches
- ___ Empty trash

Location: Basecamp

Buildings (daily during Basecamp)

- ___ Empty trash cans
- ___ Wipe tables and chairs with disinfectant
- ___ Sweep/Blow floors
- ___ Wipe portable toilet handles/doors with disinfectant
- ___ Wipe portable toilet inside with disinfectant

Cleaning and Disinfection Plan



Location: Paintball

Starting Area (Daily)

- ___ Wipe down all guns with disinfectant
- ___ Wipe down all CO2 containers with disinfectant
- ___ Disinfect/wipe all masks
- ___ Disinfect/wipe all whistles
- ___ Spray disinfect heavily-trafficked areas (Barrels, Tower, etc.)

Location: Element Equipment Shed

Building (Daily)

- ___ Disinfect/wipe all Harnesses
- ___ Disinfect/wipe all Helmets
- ___ Sweep/blow concrete floor
- ___ Disinfect/wipe Trollevs
- ___ Disinfect/wipe carabiners
- ___ Disinfect/wipe Ladder
- ___ Disinfect/wipe Door and Door Handle
- ___ Spray disinfect Rescue Bag

Location: All Element Areas

Blob Tower (Daily)

- ___ Spray disinfect Life Jackets
- ___ Spray disinfect Lock and Steps
- ___ Disinfect/wipe Blob in drop/launch zones between Recs
- ___ Spray disinfect Lily Pad

Boat House (Daily)

- ___ Disinfect/wipe kayaks camper areas
- ___ Spray disinfect lifejackets
- ___ Wipe down oars with disinfectant

ZipLine Tower (Daily)

- ___ Spray disinfect key and lock
- ___ Spray disinfect gate
- ___ Spray disinfect railings up through the tower
- ___ Spray disinfect/wipe trolleys and ropes

Giant Swing (Daily)

- ___ Spray disinfect lock
- ___ Spray disinfect swing connections/handles/ropes
- ___ Spray disinfect ladder

High Ropes (Daily)

- ___ Spray disinfect key and lock
- ___ Spray disinfect gate
- ___ Spray disinfect railings up through the tower
- ___ Spray disinfect/wipe carabiners and ropes