

# List of the surfaces to be wiped with a disinfectant:



## Reception areas

- 1) Door handles (doors near the receptionist, near the conference rooms)
- 2) Elevator call buttons
- 3) Table surface
- 4) Armrests (of the armchairs)
- 5) Telephone
- 6) Sofas and armchairs
- 7) Water coolers
- 8) Tables

## Negotiation rooms

- 1) Table
- 2) Chairs
- 3) Handles
- 4) Doors (from both sides)

## Kitchens (floor 3)

- 1) Door handles from both sides of the doors
- 2) Door handles of the fridge
- 3) Door handles of the microwave oven
- 4) Electric kettles
- 5) Coffee machine (buttons, capsule container)
- 6) Door handles of the dishwashers
- 7) Handles of cupboards (upper and lower ones)
- 8) Table surface
- 9) Chairs (surfaces of the backs)

## List of the surfaces to be wiped with a disinfectant:



- 10) Window handles
- 11) Taps

### Halls (floor 3)

- 1) Door handles (to/from the outside)
- 2) Door handles (entrance to floor 2) from both sides
- 3) Door handles (entrance to floor 3) from both sides
- 4) Elevator call buttons
- 5) Door handles from both sides of the office doors
- 6) Window handles at the stairs at the entrance

### Water closets (floor 3)

- 1) Entrance door handles (common entrance doors, doors to women's and men's water closets, doors to toilet booths)
- 2) Taps
- 3) Toilet seats
- 4) Dump tank buttons

### Common printers (in halls)

### Water coolers (faucets)