

COVID-19: HOW CAN YOU KEEP YOUR BUILDING CLEAN?

High rise buildings and their residents can practice routine cleaning of frequently touched surfaces with household cleaners and EPA-registered disinfectants that are appropriate for the surface, following label instructions.

Frequently touched surfaces and objects include:

- Tables
- Doorknobs
- Light switches
- Handles
- Desks
- Toilets
- Trash chute handles
- Stair railings
- Chairs
- Phones and call box
- Communal washing machine buttons
- Faucets
- Sinks
- Elevator buttons (inside and out)
- Mailboxes
- Any other frequently touched items or surfaces in your complex

FOR MORE INFORMATION AND HELPFUL LINKS

Scan the QR code on your phone's camera for up-to-date information regarding COVID-19 and high-rise apartments and condos on Oahu.



or visit our website at:
www.tinyurl.com/DEM-Condo



COVID-19: WHAT SHOULD WE TELL OUR RESIDENTS?

Your residents may be scared and unsure of what is to come. It is important for them to hear from you so they know you are thinking about their well-being and planning ahead in case of a local outbreak. Customize the following email template for your building:

Aloha Residents,

As you may know, COVID-19 (otherwise known as the coronavirus) has been spreading throughout the U.S. and around the globe. There have already been cases identified in Hawaii and officials say that it will only be a matter of time before we begin seeing community transmission in our state. The Hawaii State Department of Health recommends the following actions:

Protect - Following everyday preventive actions can prevent or slow down the spread of respiratory illness in the community:

- Get your flu shot. People with seasonal influenza will exhibit similar signs and symptoms as COVID-19 (fever and cough). If more people are protected against influenza, this will reduce confusion and the burden on our healthcare system.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.
- Avoid touching your eyes, nose, and mouth.
- Avoid close contact with people who are sick.
- Stay home if you start to feel ill.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

Prepare - You can prepare now for a potential outbreak of COVID-19 in Hawaii:

- Stock up on all prescription medications and other basic household items like food and cleaning products so you can care for yourself and your family at home if someone becomes ill. Supplies of these items may be affected in the event of a pandemic.
- Plan for the possibility of school closures, cancelled events and activities.
- Consider talking to your employer about your organization's strategies for preventing the spread of illness in the workplace (e.g., alternative scheduling, telecommuting, online meetings).
- Consider practicing basic social distancing measures like limiting your time spent around large groups and avoiding unnecessary close contact with people (e.g., handshakes, aloha kiss).

Should an outbreak occur within the Hawaiian Islands, specifically on Oahu, the Board and/or Management may activate "social distancing measures" in the building.

What does that mean? List any social distancing measures your building plans to take based on the following guidelines and guidance from the CDC ([coronavirus.gov](https://www.cdc.gov/coronavirus)) and Hawaii State Department of Health (health.hawaii.gov/covid19).

- What common areas and amenities will you consider closing?
- Do you plan on keeping the management office open? Would you rather people call or email?
- How will you handle deliveries to the building?
- Will there be any changes to the guest policy?
- Will you still conduct in-person meetings?
- Extra cleaning procedures you plan to implement.

You will be notified if and when these procedures are in effect as well as when they are no longer in effect.
