HOSPITAL / CARE FACILITY – HYGIENE MANUAL

Extract from the hygiene plan: surface cleaning with pre-soaked wipes

To guarantee consistent disinfection performance, the preparation of cleaning cloths using the open-bucket method is prohibited. Only validated wipe soaking systems may be used, which protect the use solution against visible and invisible contamination (e.g. from ambient air or manual contact). The wipes must be made of a material that does not cause adsorption (binding of active substances) of the disinfectant components (e.g. pure PET fibres).

Work instruction: preparing the wipe soaking system (bucket method)

1. **Preparation:** Thoroughly clean and disinfect the system bucket before each refill.
2. **Inserting:** Place the dry wipe roll (nonwoven wipes) in the centre of the bucket.
3. **Dosing:** Use DESINFECT WIPES neat or diluted up to 1:3, see product data sheet. Measure out the required quantity (e.g. 1.5 litres). *Important: use cold water only for dilution.*
4. **Soaking:** Pour the prepared use solution evenly over the wipe roll.
5. **Closing:** Pull the first wipe from the centre of the roll through the dispensing opening in the lid and close the bucket airtight.
6. **Waiting time:** Leave the system to stand for approx. 10 to 15 minutes before the first wipe is taken, so that the wipes are completely and evenly soaked.
7. **Labelling:** Attach the batch label (content, concentration, date, time, name) clearly visible on the bucket. The maximum service life is 28 days.

WIPE SOAKING SYSTEM – FILLING RECORD (batch label)

- **Product used:** DESINFECT WIPES
- **Use concentration:** neat or diluted up to 1:3 (see product data sheet): [_____]
- **Preparation date / time:** [__.__.____] at [__:__]
- **Use by:** [__.__.____] (max. 4 weeks after preparation)
- **Prepared by (initials):** [_____]