

ITD safety standards for employee protection



There are safety standards that should be practiced by everyone, like hand washing and social distancing, and then there are some that are specific to our ITD environment, like vehicle disinfecting.

Vehicle Disinfecting

Here are a few guidelines, as sent to all ITD Operations Managers on April 1 in the form of a checklist for employees when they check out a vehicle. Employees may want to print this off:

Wipe down the following surfaces with an approved disinfectant:

- Key Set and/or transponder and credit card holder
- Exterior Fuel Door and Fuel Cap
- Outside Door Handles
- Inside Door Handles and Armrest Inside Door Panels
- Trunk Release Lever/Handle/Push Button Controls
- Fuel Door Release Lever/Handle/Push Button
- Steering Wheel and Horn Pad
- Turn Signal Lever and Wiper Blade Switch/Controls
- Headlight Switch/Push Button
- Engine Start/Stop Button
- Dashboard and Glovebox
- Transmission Shift Lever
- Parking Brake Release Handle or Switch Heating/Ventilation/Air Conditioning Controls
- Power Door Lock Switches/Controls
- Power Mirror Switches/Controls
- Power Window Switches/Controls
- Manual Window Crank Handles
- Seats and Headliner (use compatible disinfectant spray if cloth) Seat Belts and Buckles
- Seat Adjustment Levers/Handles/Controls
- Overhead Passenger Grab Handles
- Rearview Mirror
- Sun Visors
- Entertainment/Communication/Navigation Screen
- Accessory Control Knobs and Buttons
- Electric Vehicle Charging Station Plug-In Cord Hand Grip
- Center Consoles and Cup Holders
- Any Other Contact Surfaces Not Mentioned

Approved disinfectants include:

- Bleach-and-water solution
- Hand Sanitizer (like Purell or Germ-X)
- Disinfectant Wipes (like Clorox)
- Odoban disinfectant for soft surfaces