

COUNTY OF SANTA CLARA

Office of the Sheriff

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Laurie Smith
Sheriff

MEMORANDUM

TO: All Staff

FROM: COVID-19 Incident Command Center

SUBJECT: ICC Directive 20-12 (Disinfectant Cleaner)

DATE: 04/13/2020

The Incident Command Center has procured a new disinfectant called OcyCide Daily Disinfectant Cleaner. This disinfectant is made by ECOLABS, and will be replacing the 90% water – 10% bleach solution in all spray bottles and boot cleaning stations throughout the department. The contents of the new disinfectant and the contents of the bleach solution **should not be mixed** due to the possibility of a chemical reaction if the two are combined.

In order to mitigate this issue, the ICC has purchased new spray bottles with a red spray top to replace the yellow spray topped bottles that are currently filled with the bleach solution. The new red top bottles will be labeled "ECO." When distributing the new disinfectant, ICC will issue new red topped spray bottles labeled "ECO" to differentiate the two substances. The red spray topped bottles shall be used solely with the new disinfectant, and NOT the bleach solution. Additionally, all new spray bottles will be pre filled with the proper mixture of the new disinfectant upon issuance.

ICC will be collecting all the yellow top bleach solution bottles and placing them in storage. Immediately discontinue the use of the bleach/ water solution and only use the new OcyCide Daily Disinfectant.

The current boot washing containers previously filled with the bleach solution **must be** thoroughly rinsed prior to being filled with the new disinfectant.

The disinfectant must be diluted prior to use. Per the product instructions, the correct solution is 3 ounces of disinfectant to one gallon of water. This equates to approximately 0.75 ounces of disinfectant per spray bottle. A quick solution for measuring approximately 0.75 ounces is to use the cap on the disinfectant bottle to measure, as it holds approximately 0.375 ounces of fluid (use two filled caps to make 0.75 ounces). When mixing the disinfectant, remember to wear proper personal protective equipment (PPE) in accordance with the product label. According to ECOLABS, when diluted according to label instructions, PPE is not required.

The disinfectant should be used on all hard non-porous surfaces such as counter tops, works spaces, door handles/knobs, etc. To be clear, this disinfectant **is not intended for use on the skin.**

The ICC will be issuing two gallons of disinfectant per division. One gallon of concentrate will make approximately 36 gallons of solution. If your division/unit needs more disinfectant, please place your request through the ICC.

As with all cleaning supplies during this pandemic, this disinfectant is limited in supply and should be used responsibly.