

Cleaning Protocol and Pandemic Influenza Response

Location: All facilities
Approved by: Glenn Attridge, President
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Responsibilities:

Bus Driver: Daily cleaning of the bus interior following described method in this protocol (Phase 5 and 6).

Dispatcher: As directed by management, radio daily messages in regard to the increased cleaning protocol to the drivers.

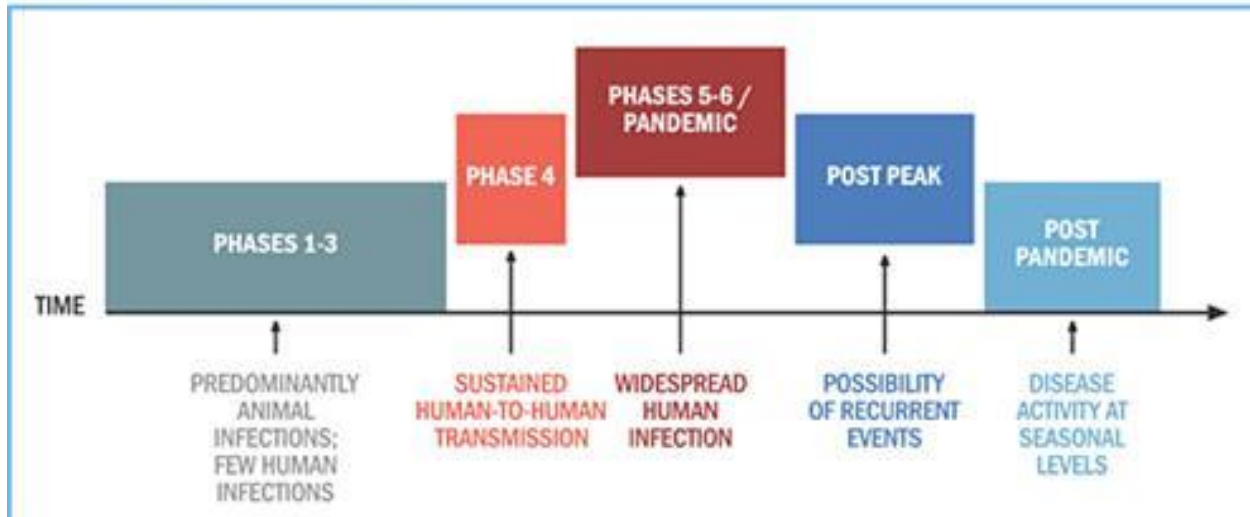
Operations Manager: Provide consortium(s) with pandemic absence reports.
Provide consortium(s) with KPI reports that reflect open/delayed routes as a direct result of the pandemic.
Assist the Consortium with route planning and scheduling as requested.

Company: Supply all cleaning products not limited to: latex gloves, cleanser and/or disinfectant and hand sanitizer.
Post information received from the Health Department.
Educate staff about proper hygiene (eg. hand washing, sneezing) etiquette.

Pandemic Response:

The World Health Organization monitors infectious disease and the spread of disease. Influenza causes severe illness and death during every flu season. A “novel” strain of this virus is one in which the general population has no immunity. This type of novel virus emerges infrequently, spreads quickly and causes large scale outbreaks over vast geographic areas. This type of outbreak is referred to as a pandemic.

As the following diagram illustrates, a Phase 5-6 declaration indicates a widespread human to human infection. The determination by the WHO of a phase 5-6 pandemic does not necessarily mean that local transmission is at this same level. The local public health department or authority will issue regional directives to be used for the purpose of this Health and Safety topic.



Attridge Transportation will respond to a directive from the recognized local public health authority that a pandemic is widespread in the region by implementing the additional bus cleaning protocol. Every driver will be expected to (at a minimum):

1. Wipe down every seat and railing with cleanser and/or disinfectant at the conclusion of each trip.

Drivers will be informed through this document that it is the decision of the local school board in consultation with the health agencies to close a school and/or cancel transportation service. Attridge Transportation has a responsibility to provide transportation service as contractually directed by the client. This service will continue during a pandemic declaration unless cancelled by the client.

Cleaning the Bus:

The above protocol is in addition to the regular daily cleaning of the bus that includes (at a minimum):

1. Keeping the floor and seats clean of dirt and litter by daily sweeping and removing litter.
2. Removing litter from the driver area on a daily basis.
2. Wiping the dash and driver area clean of dirt and litter on a weekly basis.
3. Washing the floors, windows, stairs frequently.
4. Bringing the vehicle to exterior bus wash, or doing it independently, on a bi-weekly basis.

It is the responsibility of the driver to ensure the bus is clean and sanitary at all times. Attridge Transportation will supply the drivers with the necessary supplies. This requirement also applies to vehicles used on a temporary basis (spare bus, charter bus).