

Failte Ireland

Guidelines for cleaning of Self-Catering cottages

Cleaning of Properties

All guest properties must be cleaned, disinfected and serviced after guest departure. Properties should remove the additional items and amenities they feel pose a risk, at their own discretion.

Accommodation Services/Housekeeping

- *Accommodation Services/Housekeeping employees must wash their hands with soap and water, or use hand sanitiser (if hands are visibly clean), for a minimum of 20 seconds prior to servicing each property.*
- *To ensure effectiveness, manufacturer instructions must be followed when using cleaning products. This especially applies to their dilution, method of application and duration of use.*
 - *Cleaning equipment must be disinfected at the end of every shift.*
- *Update cleaning check lists to include high-risk and frequently touched surfaces. These include door handles, handrails, frequently touched switches and buttons, telephone handsets, television remote controls, kitchen appliances and air conditioning controls.*
- *Windows in rooms and other closed areas must be opened during routine cleaning.*

Bedrooms

- *Guest linen must be removed from properties in a tied bag. When linen is removed from a bed, and laundered, employees must wear appropriate protective items e.g. gloves and apron when separating the linen.*
- *When cleaning bedrooms, particular emphasis must be placed on frequently touched surfaces which must be visibly clean at all times, such as:*
 - *Desks, counter tops, tables and chairs*
 - *Phones, tablets and remotes*

- Thermostats
- Cabinets, cupboards, shelving
- Doors, door handles and doorplates
- Windows, mirrors and frame
- Lights and lighting control
- Closets, hangers and other amenities
- *Unnecessary bed throws and cushions should be removed from beds. Extra pillows and blankets stored in the guest room closets should be removed and be made available only upon guest request.*
- *Bin waste from each room must be placed in a plastic bag and tied.*
- *All reusable information material should be removed; place critical information on single-use leaflets and/or email it.*

Bathrooms/En suite

- *When cleaning and disinfecting bathrooms, particular emphasis must be placed on frequently touched surfaces, taking care to avoid splashes. These include:*
 - *Doors, door handles and doorplates*
 - *Taps, plugs and sink*
 - *Toilets and toilet handles*
 - *Grab rails*
 - *Tiles and flooring*
 - *Shower cubicles and bath*
 - *Bathroom vanities and accessories*
 - *Bathroom fixtures and hardware*
- *Soap and shampoo dispensers (where provided) must be cleaned and disinfected thoroughly during the room cleaning process.*

Living Space/Kitchen

- *Ensure all kitchen equipment e.g. glasses, cutlery, delph, cooking utensils, etc. is washed in the correct temperature and detergent on the departure of each guest.*
- *When cleaning and disinfecting the living space of kitchen, pay particular attention to frequently touched surfaces, which must be visibly clean at all times. These include:*
 - *Tables and chairs*
 - *Appliances and equipment e.g. remotes*
 - *Thermostats*
 - *Cabinets, cupboards and shelving*
 - *Doors, door handles and doorplates*
 - *Windows, mirrors and frames*
 - *Lights and lighting controls*
- *Unnecessary throws and cushions should be removed from living spaces.*