

COVID-19 Vehicle Cleaning Protocol

The Fleet Management Services (FMS) program has adopted the “Vehicle Cleaning Protocol” established by the Department of Buildings & General Services (BGS), Environmental Health and Safety (EHS) Program, to minimize potential exposure to the COVID-19 virus. This EHS protocol document includes cleaning frequency, cleaning instructions, and recommended cleaning supplies/equipment, and potential sources for supplies/equipment.

In accordance with the Governor’s Stay Home/Stay Safe Executive Order, **all shared vehicles must be cleaned and disinfected regularly**. Therefore, the following vehicle protocol has been developed to minimize potential exposure to the COVID-19 virus. Specifically, it is **required for any vehicles that may be shared by more than one employee including** motor pool vehicles, vehicles assigned (leased) by an agency or department, rental vehicles, and any personal vehicles used for a work purpose. It is also considered a best practice for assigned and rental vehicles used by a single employee only. This includes disinfecting frequently touched surfaces before and after in accordance with the EHS Vehicle Cleaning Checklist.

As mandatory COVID-19 health and safety requirements are anticipated to change throughout the pandemic, please refer to the ACCD website for the latest mandatory requirements prior to utilizing a vehicle for work purposes: <https://accd.vermont.gov/news/update-new-work-safe-additions-stay-home-stay-safe-order>

Cleaning Supplies: FMS will provide cleaning supplies only to motor pool customers. Cleaning supplies are not included in existing lease agreements; the leasing agency/department is responsible for procuring cleaning supplies.

We thank you in advance for your support and adherence to these requirements.

Links:

1. Environmental Health and Safety (EHS) Vehicle Cleaning Protocol documents
<https://bgs.vermont.gov/covid-19>
2. Instructions specific to Fleet Management Services vehicle cleaning procedures
<https://bgs.vermont.gov/covid-19>

In light of the concerns associated with the coronavirus pandemic, the cleaning of all state vehicles and equipment must conform to the Governor’s Executive Orders and the established cleaning protocols. The Executive Orders and all related addenda are available for your consideration at: <https://governor.vermont.gov/document-types/executive-orders>.