



The BSST Clean Guide

A basic guide for BSST
Destinations and Accommodations





Cleanliness is at the top of the list

Make a commitment to clean – the new traveller will expect a spotless welcome

SRDI and the BSST Program want your destination and accommodations to succeed and attract the “new” traveller.

Commit to clean!.

Make sure you have at least a few hours to clean – especially public areas, bathrooms, kitchens and guest rooms.



What are the steps?



- ✓ Organize
- ✓ Clean
- ✓ Sanitize
- ✓ Review
- ✓ Check

Step 1: Prepare

Cleaning safety tips



Step 1: Prepare



★ Wait a day before accepting a new guest

★ Open windows and turn on fans

★ Wash hands for 20 seconds with soap and warm water – sing “Happy Birthday” twice

★ Make sure you have all your equipment ready.

★ Before starting, put on a mask, apron, gloves, and shoe covers

★ Collect all your cleaning supplies including disinfectant but be careful with chemicals!

Clean first Then sanitize



Cleaning means removing dirt and dust from surfaces in the kitchen, tables and chairs.



Sanitizing means using chemicals to reduce the bacteria. Anything with alcohol over 60% will kill the virus that causes COVID-19. Be careful with chemicals and make sure you sanitize surfaces that are touched like door handles.



Step 2: Clean dust and dirt



Step 2: Clean



- ★ Remove all trash and use new bags.
- ★ Clean sheets, towels and all linens.
- ★ Make sure all dishes and cooking utensils are washed and clean.

- ★ Clean all the floors
- ★ Clean table tops, kitchen surfaces and door handles
- ★ Remove all dust from any surface.

Step 3: Sanitize Disinfect



Step 3: Sanitize & Disinfect



★ Now you have finished cleaning – wipe with a strong disinfectant (No! Vinegar is not strong enough)

★ Don't wipe dry

★ Follow the directions and leave the disinfectant on long enough to work.

★ If you use paper towels – use a new one for each surface



Step 4: Review

Everything that is
touched!



Step 4: Review



★ Check to make sure that all surfaces touched by you or guests are sanitized.

★ While you are checking and sanitizing fix problems – such as replacing light bulbs.

★ Check every room.

★ If you are running out of cleaning and disinfecting material, make a list and buy more.

Step 5: Check the guest rooms



Step 5: Check Guest Rooms



★ Before you put new towels, sheets or any guest supplies in the room wash your hands and put on gloves first.

★ Make the guest feel safe. Leave a small cleaning package – paper towels, disinfectant and soap.

★ Finished? Shut the door, disinfect the door handle and don't go in.

★ Print out a summary for the guest on how you cleaned!

Well done!

Congratulations. Your guests will appreciate all your hard work and will tell others. If you follow these guidelines, we will note it on your BSST listing page.

Here is your check list



Surfaces that people touch!

- Door handles
- Light switches
- A/C controls
- Tables
- Fans
- Lamps
- Windows and window areas
- Keys
- Hand rails
- Garbage containers
- Sinks and faucets
- Kitchen and other appliances
- Salt & pepper containers
- Plates, dishes, cutlery
- Chairs
- Toilets
- Showers and baths
- Shower curtains/shower doors
- Shampoo, conditioners and hand soap
- Hair dryers

Cleaning supplies



Make sure you have enough!

- Surface cleaner
- Surface disinfectant
- Glass cleaner
- Bleach
- Laundry detergent
- Dishwashing detergent
- Carpet cleaner
- Floor cleaner
- Furniture/wood polish

We hope this summary guide helps you!
Make your guests feel secure.

We don't provide any guarantee of the effectiveness of the cleaning guide – but it can't hurt.

Be careful with chemicals and make sure you dispose of them properly and don't pollute the environment!

Remember that the new traveller is very concerned about health and safety and the more you do, the more your guests will appreciate it and recommend you to others.

The SRDI and BSST teams!

