

VH ExecuJet “COVID PROTECTED”

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All flights follow the cleaning and sanitization procedures outlined below.

CLEANING PERSONNEL

- All cleaning personnel use Personal Protection Equipment (PPE) at all times while inside the cabin of the aircraft.
- All cleanings are tracked and documented providing records of a COVID PROTECTED Aircraft.
- After completion the main cabin door is sealed to ensure no access has been granted until time of flight.

CLEANING PRODUCTS

The Main Cabin, Galley, Lavatory, Crew Area, and Baggage Compartment are thoroughly cleaned utilizing approved aviation grade cleaners. The surfaces in each area are wiped down with an approved cleaning agent.

- Alcohol-based solutions – Used to wipe down all hard surfaces for all areas of the aircraft. Alcohol-based products kill viruses and bacteria on contact. We use a range of approved products including leather cleaner and conditioner, disinfecting agents, and alcohol-based cleaning solutions.
- Soap and water solution – Shall be used to clean all soft surfaces of all areas of the aircraft.

- **Bacoban** – Upon completion of the sanitization and cleaning of every surface, the aircraft is treated with **Bacoban**, which is a proven disinfectant for bacteria and viruses. Bacoban serves as a protectant providing continuous sterilization for up to 10 days after application.

ACCESS TO THE AIRCRAFT

Access to the aircraft cabin will be extremely limited to only necessary personnel at all times.

During cleaning and sterilization – Only approved cleaning personnel have access to the aircraft during the cleaning process. Once cleaning is complete, **Bacoban** is applied to the cabin. Once sterilization is complete, no person is allowed on the aircraft and the cabin door is sealed with security tape.

Post cleaning and sterilization – Once the aircraft has been cleaned, sterilized and sealed, only required flight and maintenance crew who have been cleared may break the COVID PROTECTED security tape and have access to the aircraft. The crew shall wear PPE at all times while in the aircraft for pre-flight procedures. Flight crew members shall not touch any surface in the cabin that passengers may come in contact with.

VIH EXECUJET COVID PROTECTED CLEANING AND STERILIZATION CHECK LIST

These checks are followed by cleaning personnel for all flights.

MAIN CABIN

Remove and dispose any litter, newspapers, magazines and other disposable items from the cabin

- + Check seat pockets and seat cushions for any trash or disposable items; remove and dispose
- + Remove and dispose of any trash or debris from the cabin closet
- + Remove and dispose any trash or debris from the main cabin
- + Track all seats inboard and vacuum the entire cabin, including any carpet runners or mats
- + Replace with fresh laundered (sterilized) pillows, blankets, and bedding as applicable
- + Clean all interior cabin windows
- + Sterilize any window shade controllers, levers, and handles
- + Sterilize all passenger briefing cards in the cabin
- + Clean and condition all seats, seatbacks, and headrests
- + Clean and condition all divans, backrests, and headrests
- + Wipe down and protect all armrests
- + Sterilize all seat adjustment handles, levers, and buttons
- + Sterilize all seatbelts and seatbelt hardware
- + Wipe down and protect side rails or drink rails
- + Sterilize all cabin cup holders
- + Wipe down and protect all cabinet doors and drawers
- + Sterilize all cabinet and drawer hardware
- + Wipe down and protect all countertops and credenzas
- + Wipe down and protect all stowable tables
- + Wipe down and protect all video screens installed in the cabin and at seats
- + Wipe down and protect all airshow monitors in the cabin
- + Sterilize all entertainment and CMS controllers
- + Sterilize any satellite phones

GALLEY

- + Remove any litter, newspapers, magazines and other disposable items from the galley
- + Empty waste bins and insert new waste can liners
- + Remove and dispose of any trash and debris in the galley area
- + Sterilize all countertops
- + Clean and sterilize all sinks and faucets
- + Wipe down and protect all cabinet doors and drawers
- + Sterilize all cabinet and drawer hardware
- + Wipe down and protect any retractable tables
- + Clean and sterilize ovens, coffee pots, and appliances

LAVATORY

- + Remove any litter, newspapers, magazines and other disposable items from the lavatory
- + Empty waste bins and insert new waste can liners
- + Clean and sterilize toilet bowl
- + Clean and sterilize toilet seat
- + Wipe down toilet seat cover
- + Clean and sterilize lavatory mirror
- + Sterilize all countertops
- + Clean and sterilize all sinks and faucets
- + Wipe down and protect all cabinet doors and drawers
- + Sterilize all cabinet and drawer hardware

CREW AREA

- + Remove any litter, newspapers, magazines and other disposable items from the flight deck and crew area
- + Check seat pockets and seat cushions for any trash or disposable items
- + Remove any trash or disposable items from the flight deck and crew area
- + Vacuum crew area carpet
- + Wipe down and protect seats and headrests
- + Wipe down and protect all armrests
- + Sterilize all seat adjustment handles, levers, and buttons
- + Sterilize all seatbelts and seatbelt hardware
- + Clean all crew area interior windows

BAGGAGE AREA

- + Remove any litter, newspapers, magazines and other disposable items from the baggage area
- + Vacuum baggage area carpet
- + Wipe down and protect baggage area doors
- + Sterilize baggage door handles and hardware
- + Wipe down and protect high touch surfaces outside the baggage area

PERSONAL PROTECTION EQUIPMENT (PPE)

- Personal Protection Equipment is restocked and available for passengers and flight crew
- Medical grade rubber gloves
- Medical face masks
- Alcohol-based hand sanitizer
- Alcohol-based personal wipes
- Medical grade temperature probe

AIRCRAFT, TRIP AND CLEANING DETAILS

Departure Date: _____

Trip Number: _____

Tail Number: _____

Cleaning Date: _____

COVID-19 CLEARED Security Tape Serial Number:

I certify this aircraft has been cleaned and sanitized according to the above VIH Execujet COVID CLEARED standards and the VIH Execujet COVID CLEARED seals have been placed on the main cabin door and baggage area door.

Supervising Manager:

PRINTED NAME

SIGNATURE



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