

GRANDE

CAMERA

Equipment Cleaning Procedures – V1.1 (July 15, 2020)

GRANDE CAMERA TORONTO

1. All camera equipment returned to Grande Camera, via rear entrance. At this time, we are asking all returns happen via our cages to limit human interaction. Your Grande representative can assign a cage for you prior to your gear return.
2. Once open to the public (date TBA); for any personal equipment entering the facility, those clients will be asked to fill out a general questionnaire regarding the environmental conditions in which the gear was used and stored.
3. Returning camera gear placed in a clean, disinfected space for up to 48 hours, when able. (This will vary depending on different materials present in the camera rental package *i.e.* metal surfaces, plastic, etc.)
4. Equipment cases are laid out and separated in a disinfected prep lane.
5. **1st level of cleaning/disinfection commences.** Equipment cases are disinfected (exterior).
6. Gear is separated out of the cases and laid out for individual gear cleaning/disinfecting.
7. 99% & 70% isopropyl alcohol and/or Myosan TB and/or special optics cleaning solutions are then applied to each individual piece of gear. All disinfectants meet government and health regulation standards for properly disinfecting surfaces that could contain viral contamination. We are also using UV lights as an additional surface disinfectant.
8. After initial disinfection (steps #5, #6, #7) - Gear is then relocated into the service department, for QC (quality control inspection).
9. Service department provides the **2nd level of cleaning** and disinfection upon completion of the QC process. This is a more detailed disinfection process which includes but not limited to: camera buttons with alcohol swab, lens barrels, cable connectors, tightening knobs, etc.
10. The level of cleaning solution and disinfection applied during the level 2 cleaning procedure varies based on condition of equipment upon its return and the questionnaire answers.
11. Completion of the cleaning and QC process is indicated through an employee 'tagging' system, which will include date and engineering 'sign-off'.
12. Gear is then individually stored and segregated in engineering and/or on our storage equipment shelves, until the equipment is due to go out again.
13. **3rd level of cleaning/disinfection** occurs before the gear is due to go out again, but only includes step #5 since cases will remain closed at all times on our equipment shelves.

Disinfection solutions:

Lenses: Special mixed solution with isopropyl alcohol.

Cameras & Accessories: Special mixed solution with isopropyl alcohol.

Grip, Lighting, Heads, Sticks & Cases: Isopropyl Alcohol and Myosan TB.

Helpful links:

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/health-professionals/assumptions.html>

<https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19.html>