

COVID-19 AIRCRAFT CLEANING PROCEDURES BULLETIN

Date of Activation: 3/24/2020
Effective: Until Canceled
To: All Silver Air Employees
From: Silver Air Management

Until further notice, all Silver Air employees and especially flight crews must follow additional precautionary cleaning procedures. This bulletin outlines the best practices to ensure the safety of our flight crews and passengers and to protect our aircraft, we are implementing the below initiatives that will be strictly followed going forward.

CLEANING SUPPLIES PLACED ON AIRCRAFT

- 1) Isopropyl Alcohol / Water mixture (70/30)
 - This will be used by crews to clean the cockpit and handrails on the aircraft.
 - Please DO NOT use this on wood surfaces or soft goods as it will strip the disinfectant / protectant that is being applied to every aircraft.
- 2) Soapy Water Mixture
 - This will be used by crews to wipe down hard surfaces and seats as needed.
3. Zip Chem Calla 1495
 - Zip Chem is an aerospace approved disinfectant that kills bacteria on contact.
 - This disinfectant is for crew personal use, rental cars, and hotels.
 - These will be clearly labeled with crew names and will be yours to keep.
- 3) Microfiber Towels
- 4) All chemicals will be stored in a large Ziplock bag to protect the aircraft from possible leakage.
- 5) All of these items are being gathered, clearly marked and will be placed on a table in the VNY supply room for pickup. Every other aircraft that is not based in VNY will have a care package shipped to its home base to be placed onboard by the crew.

PROFESSIONAL INTERIOR DETAIL

- 1) The aircraft are being proactively scheduled to be cleaned and disinfected at the end of every flight day.
 - Any specific concerns by the crew should be directed to Maintenance Control.
 - In the event we are at a location where detailers are unavailable we will work with the crew to address areas of concern on the aircraft.
 - All aircraft are also being cleaned and disinfected after every maintenance event.

- 2) Disinfectant / Protectant being applied during every detail event
 - The agent that is being used is called Bacoban.
 - Bacoban is a disinfectant / protectant that kill bacteria on contact and provides a protective layer that is effective up to 10 days.
 - Disinfectant application will be managed as a “due Item” in JetInsight with a 10-day interval. As the details are completed the clock will reset.
 - Alcohol, Ammonia, or Bleach based cleaning products are NOT to be used on the wood or soft good surfaces as this will strip the protection losing its effectiveness.

SUSPECTED CONTAMINATION

- 1) Get off the aircraft as soon as practical
- 2) Close and lock the aircraft
- 3) WASH YOUR HANDS
- 4) Call flight support and brief them on the situation
- 5) Aircraft will be grounded until it is cleaned
- 6) Maintenance will arrange for deep cleaning and sterilization
- 7) Aircraft will be returned to service by maintenance