

Notice of Adjustments to Cleaning Practices

Date: [Insert Date]

Dear [Employee/Staff Name],

We hope this message finds you well. As part of our ongoing commitment to ensuring a clean and safe shopping environment for our customers and staff, we are implementing adjustments to our cleaning practices.

Effective immediately, the following changes will be in place:

- Increased frequency of cleaning high-touch surfaces such as door handles, counters, and shopping carts.
- Use of CDC-approved disinfectants in all cleaning procedures.
- Dedicated cleaning staff during peak hours to maintain cleanliness in the store.
- Regular inspection and maintenance of our sanitation stations.

We appreciate your cooperation in implementing these practices and ensuring a safe environment for everyone. If you have any questions or suggestions, please feel free to reach out.

Thank you for your commitment to cleanliness and safety.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]