



## GUIDE TO DISINFECTION

### Disinfection of Electronic Devices

#### Purpose

The purpose of this guidance is to provide information and procedures useful for disinfection of electronic devices such as keyboards, touch screens, cell phones, lap tops, iPads, etc. When handled, these items can spread a contagious germs such as the novel coronavirus SARS-CoV-2 responsible for the COVID-19 respiratory illness.

#### Important Terms

**Germs:** general term referring to infectious microorganisms or agents including bacteria and viruses.

**Cleaning:** the removal of dirt and other impurities from surfaces. Cleaning alone may not inactivate germs.

**Disinfection:** the killing or inactivation of germs on surfaces. Does not necessarily clean a surface.

**Sanitization:** the completed killing or inactivation of all germs on a surface. Difficult to accomplish.

**Contamination:** general term for an item on which surfaces have germs present.

#### Important Considerations

Choosing the proper disinfectant is important. Generally, alcohol based or Clorox type disinfectant wipes are suitable for most non-porous device surfaces but that should be confirmed by consulting the manual or manufacturer's website to ensure a particular disinfectant will not cause damage to your device. Contact Science Safety Office to receive "in-house" prepared disinfection kit containing alcohol saturated paper towels.

Alcohol is flammable (ignites easily) so do not use or store it near ignition sources (open flames, hot surfaces, etc.).

Use care when wiping screens. Paper towels can be abrasive to some sensitive surfaces.

Do not spray devices directly and avoid getting drips or moisture into opening or ports. This can damage or destroy devices.

Avoid "common use" equipment or items whenever possible.

#### General Procedure

Unplug any device that is powered or connected to a PC or other device.

Pre-clean surfaces that are visibly dirty or have fingerprints. Surface contaminants reduce disinfectant effectiveness.

Disinfect the entire surface with a moist (but not overly damp) disinfectant wipe.

Allow the device to dry on its own. This allows for enough contact time to ensure virus inactivation.

Discard used cleaning materials and wipes into the regular trash.

## Disinfection of Work Areas

### Purpose

The purpose of this guidance is to provide information and procedures useful for disinfection of work areas including offices and laboratories. When inhabited, items within these areas can become contaminated with germs such as the novel coronavirus SARS-CoV-2.

### Important Terms

**Germs:** general term referring to infectious microorganisms or agents including bacteria and viruses.

**Cleaning:** the removal of dirt and other impurities from surfaces. Cleaning alone may not inactivate germs.

**Disinfection:** the killing or inactivation of germs on surfaces. Does not necessarily clean a surface.

**Sanitization:** the completed killing or inactivation of all germs on a surface. Difficult to accomplish.

**Contamination:** general term for an item on which surfaces have germs present.

### Important Considerations

Choosing the proper disinfectant is important. Generally, alcohol based or Clorox type disinfectant wipes are suitable for most **non-porous** surfaces. Contact Science Safety Office to receive “in-house” prepared disinfection kit containing alcohol saturated paper towels, clean dry paper towels, gloves and spray disinfectant. Some disinfectants (including alcohols) can be harmful to the eyes and skin. The gloves provided are to be used as needed to protect hands. Use caution when spraying or applying disinfectants to surfaces. Do not get them in your eyes or on your skin, just as you wouldn’t if using such materials at home.

Alcohol is flammable (ignites easily) so do not use or store it near ignition sources (open flames, hot surfaces, etc.).

Once disinfectant is applied to a surface, it must be allowed to sit undisturbed for the amount of contact time stated on the container or by the manufacturer. Alcohols must be allowed to evaporate and residue can be wiped up after 10 minutes.

**Area Users:** Routinely (**multiple** times throughout the day) decontaminate any fixtures or items handled by more than one user throughout the day such as door handles, light switches, counter tops, table tops, electronic device keypads or interfaces, common use equipment. Give particular attention to frequently touched surfaces. Decontaminate your individual work station or lab bench area before you begin work and after your work is complete.

Avoid “common use” equipment or items whenever possible.

Remember to maintain social distancing (6 feet of separation) and regularly wash your hands with soap and water for at least 20 seconds. At minimum, hands should be washed upon entry into an area and upon exiting.

**Note:** Campus Environmental Health and Safety (EHS) has specialized equipment for decontamination of an entire room or area. This process may be necessary in an area where an individual exhibiting illness symptoms (sore throat, cough, fever, shortness of breath) has entered and will result in temporary closure of that area.

### General Procedure

Pre-clean surfaces that are visibly dirty with soapy water. Surface contaminants reduce disinfectant effectiveness.

Disinfect the entire surface with a moist disinfectant wipe. For larger surfaces, apply disinfectant using the spray bottle.

Allow surfaces to dry on their own if using alcohol. Allow surfaces to sit for the amount of contact time specific to the disinfectant you are using.

Discard used cleaning materials and wipes into the regular trash.