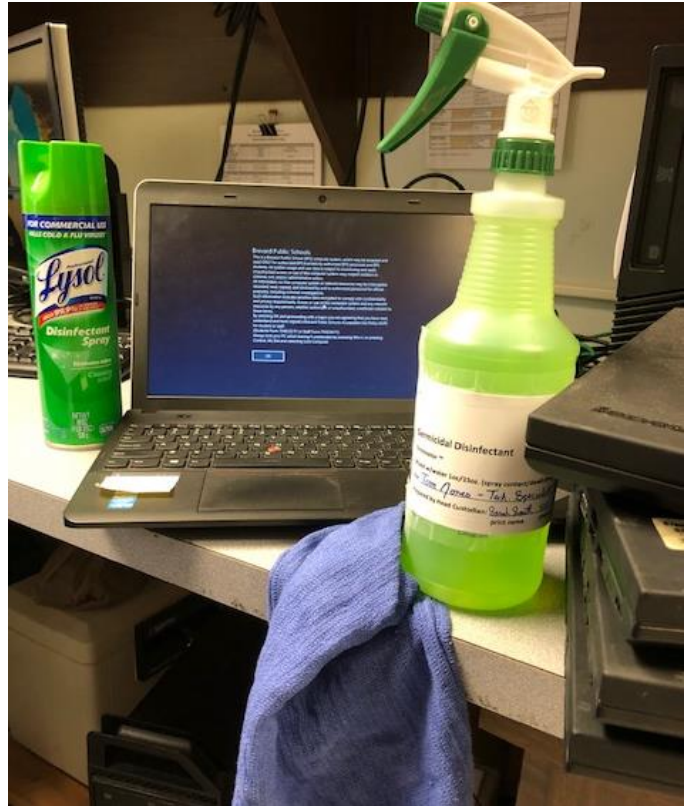




Business Machines /Office Equipment – Germ Exposure Prevention

Consider the following as extra precautionary methods to prevent the spread of germs (including *Human Coronavirus*) by handling and using electronic equipment:



Frequently apply cleaning/disinfectant products on common touch-surfaces. Either use pre-packaged disinfectant products or school-site mixed cleaner/disinfectant (w/label defining: *EPA-registered germ disinfectant*). BPS-District standard cleaning/disinfectant products (*Buckeye Inc.: Terminator™ or Lemon-quat™*) are EPA-registered to kill Human Coronavirus (SARS & COVID-2). School/site-based Custodians can mix small batches of such products to be used by school Custodians or other staff. Eye protection is necessary for the Custodial Staff when handling/mixing concentrated disinfectant products. Eye protection and gloves are not necessary for periodic/occasional use of pre-packaged or pre-mixed products.

To avoid damaging sensitive electronic components, consider indirectly applying such products by first placing the product on a clean cloth/rag, and then gently wiping all touch surfaces.

If available, place hand-sanitizer dispensing pedestal(s) immediately adjacent to high-use office machines, with guidance instructions for use of hand-sanitizer prior to and after office machine usage. This may reduce the frequency for cleaning/disinfection.

Cleaning and Disinfection for Community Facilities, website: [CDC. COVID-19 Cleaning Protocol for Comm. Buildings](https://www.cdc.gov/media/releases/2020/s0508-covid-19-cleaning-protocol.html)

Excerpt

‘Transmission of SARS-CoV-2 to persons from surfaces contaminated with the virus has not been documented. Transmission of coronavirus in general occurs much more commonly through respiratory droplets than through fomites (germ harboring objects).’