

COVID-19: Cleaning & Disinfecting Guidelines for Computer Equipment

The following guidelines provide instruction on how to properly clean and disinfect computers, hardware, and other electronic equipment. Electronic equipment in shared or public locations should be frequently cleaned and disinfected. While the following information was obtained from the CDC, Apple, and Microsoft, please remember to always follow the manufacturer's instructions for cleaning and disinfecting your electronic equipment.

General Cleaning Guidelines

- Wear disposable gloves to clean and disinfect.
- Manufacturers recommend powering down and unplugging all external power sources.
- Use a soft, lint-free cloth to wipe down the item. If necessary, slightly dampen the cloth in plain water.
- Avoid excess wiping and placing pressure on screens when cleaning as these can cause damage.
- Keep liquids away from the device, unless noted for specific products.
- Ensure moisture does not get into any opening to avoid damage.
- Never spray cleaners directly on an item.
- Never use aerosol sprays, bleach, or abrasive cleaners.

COVID-19: Disinfecting Guidelines

- Use a 70% isopropyl alcohol wipe or Clorox Disinfecting Wipe. If no wipes are available, use 70% isopropyl alcohol spray on a soft, lint-free cloth. Remember to never spray the item directly!
- Gently wipe the hard, nonporous surfaces of the item which includes displays, keyboards, mice, and exterior surfaces.
- Refer to the cleaning product label to determine the appropriate contact time. It may be necessary to use more than 1 wipe to thoroughly disinfect the item.
- Do not use bleach to disinfect computers and other electronic equipment.

References

- [CDC: Cleaning and Disinfecting Your Facility](#)
- [Apple: How to Clean Your Apple Products](#)
- [Microsoft: Clean and Care for Your Surface](#)
- [Microsoft: How do I Clean My Microsoft Mouse or Keyboard?](#)