# Decontamination Best Practices: Taking Care of Your Workplace

## Basis of Good Practices

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<th>Protect</th>
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| • Prevent contaminating yourself  
• Protect yourself from harsh chemicals | • Using soap and water, remove soil and debris that may hinder disinfection | • Use an EPA-registered disinfectant  
• Treat items following directions |

## Equipment
- Check instructions for proper cleaning procedures  
- Wear disposable clean gloves  
- If soiled, first clean surfaces with approved cleaner (soap and water, for example)  
- Diluted bleach or at least 70% isopropyl alcohol are appropriate for many non-porous surfaces  
  - Dilute household bleach to about 2% (4 teaspoons per quart (4 cups) of tap water)  
  - Ensure the bleach is hypochlorite-based as some color-safe bleaches may not be suitable  
  - Use at least a 1-minute contact time  
- Dry surfaces if needed with clean paper towel  
- Dispose of cleaning supplies in a dedicated bin with liner

## Electronics
- Consider use of wipeable covers for electronics such as cell phones, tablets, touch screens, remote controls, and keyboards  
- Follow the manufacturer’s instructions for all cleaning and disinfection products  
- If manufacturer guidance is not available, use alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens; thoroughly dry surfaces

## Disinfectants
- Diluted household bleach or at least 70% isopropyl alcohol are appropriate for many non-porous surfaces  
- The EPA has registered hundreds of disinfectants and continues to update the list ([https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2))  
- Follow the manufacturer’s instructions  
- Ensure the area has good ventilation, and never mix household bleach with ammonia or any other cleaner

## What surfaces should you focus on?
- Think of the most commonly-touched non-porous items, like: door handles, tables and desks, countertops, phones, tablets and touch screens, keyboards, and computer mice

## Other Resources
Cleaning and disinfection procedures partly depend upon the type of surface, material compatibility, and surface complexity. Refer to these resources for further details:
- [https://www.cdc.gov/niosh/topics/hcwcontrols/recommendedguidanceextuse.html](https://www.cdc.gov/niosh/topics/hcwcontrols/recommendedguidanceextuse.html)