

# Decontamination Best Practices: Taking Care of Your Workplace

## Basis of Good Practices

### PROTECT

- Prevent contaminating yourself
- Protect yourself from harsh chemicals

### CLEAN

- Using soap and water, remove soil and debris that may hinder disinfection

### DISINFECT

- 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>)
- 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/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/downloads/disinfecting-your-home.pdf>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- <https://www.cdc.gov/niosh/topics/hcwcontrols/recommendedguidanceextuse.html>



**Homeland  
Security**

Science and Technology

MAY 4, 2020