



## COVID-19: Disinfection procedures for computer labs

Audience: All lab users and lab managers

1. OSU's custodial contractor, ABM, will provide approved cleaning materials (disinfecting wipes-a wipe containing 70% alcohol or paper towels with alcohol-based cleaner) to each computer lab. If cleaning materials are not present or available, the computer lab must close.
2. Computer lab users must wipe down all surfaces (e.g., display monitors, keyboard, mouse, desktops and printer controls) with available cleaners **after use**. Allow surfaces to air dry and use hand sanitizer after performing the cleaning.

### General Cleaning Tips

- Use only disinfecting wipes or lightly dampened paper towel with alcohol-based cleaner to avoid excess moisture on electronic equipment.
  - Gently and carefully wipe the hard, nonporous surface of the item. This includes the display monitors, keyboard, mouse, desktops, and printer controls.
  - Ensure moisture from cleaners does not get into any openings or ports to avoid equipment damage.
  - Never spray cleaner directly on an item.
  - DO NOT wipe down electrical outlets, power strips, or light switches.
3. Computer lab personnel must ensure that hand-washing signage is displayed to encourage individuals to **wash hands before entering** the lab and to **sanitize hands as they enter and leave the room**.
  4. Physical distancing and face covering use must align with OSU Policy.
  5. ABM will wipe down high touchpoint surfaces (e.g., chairs, doors, etc.) with an approved disinfectant twice daily.