

Sanitization Procedures

https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprepare%2Fdisinfecting-building-facility.html

When cleaning

- **Wear gloves and gowns for all tasks in the cleaning process, including handling trash.**
 - Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
 - Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.
- **Wash your hands often** with soap and water for 20 seconds.
 - Always wash immediately after removing gloves and after contact with a person who is sick.
 - Hand sanitizer: If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- **Additional key times to wash hands** include:
 - After blowing one's nose, coughing, or sneezing.
 - After using the restroom.
 - Before eating or preparing food.
 - After contact with animals or pets.
 - Before and after providing routine care for another person who needs assistance (e.g., a child).

Electronics

For electronics, such as tablets, touch screens, keyboards, remote controls, receipt printers, scanners, printers and security pads.

- Wipeable keyboards will be in place.
 - Use alcohol-based wipes or sprays containing at least 70% alcohol. Dry surface thoroughly.
 - Wipe down keyboards, screens, mouse and the surrounding desk area.
 - For laptops and tablets wipe down all parts of laptop and accompanying cords.

Cleaning tips

- **Wear disposable gloves** to clean and disinfect.
- **Clean surfaces using soap and water, then use disinfectant.**
- Cleaning with soap and water **reduces the number of germs, dirt and impurities** on the surface. **Disinfecting kills germs** on surfaces.
- **Practice routine cleaning** of frequently touched surfaces.
 - More frequent cleaning and disinfection may be required based on level of use.
 - Surfaces and objects in public places should be cleaned and disinfected before each use.
- **High touch surfaces include:**
 - Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.

Museum Area and Collections

- **Bleach and ammonia products are NOT to be used fumes can transfer to items.**
- Disinfectant wipes or liquid disinfectants may damage books and collections.
- Alcohol wipes or alcohol sprays are best for quick germ/mess clean ups.
- Soap and water may be used.
- Always spray your cloth when cleaning cases, books, DVD cases, etc.
- As for general museum housekeeping, such as cleaning the floors, walls, windows, storage shelves, light fixtures and office equipment, use only mild cleansers.
- For more info visit:
<https://www.aam-us.org/programs/about-museums/reviewing-cleaning-and-collections-care-policies/>