## Recommendations for Cleaning and Disinfection of Analog Way Products



## This technical bulletin describes the recommended cleaning and disinfecting procedure for Analog Way products relative to Coronavirus Disease 2019 (COVID-19)



## **Procedure**

- 1. We recommended you wear disposable gloves when cleaning and disinfecting surfaces.
- 2. If possible, turn off the device you plan to clean and disconnect AC power. If the equipment must remain operational while external surfaces are cleaned, use extreme caution in exposing powered equipment to any moisture and take all proper and necessary precautions when handling powered equipment that has been exposed to moisture.
- 3. Cleaning must be limited to external surfaces such as keys, display panels, handles and other common touchpoints. Do not open cabinet and chassis doors or attempt to clean any internal components.
- 4. Never spray any liquids directly onto or into any product.
- 5. To clean external surfaces, moisten a microfiber cloth with a final concentration of 70% isopropyl alcohol by volume. The cloth should be moist, but not dripping wet. Excess moisture should be removed if the cloth is wet before wiping the exterior and handles of the product, keeping clear of power leads and permanent wiring. Using any material other than a microfiber cloth could cause damage to your product.
- 6. Gently wipe the moistened cloth on the surfaces to be cleaned. Do not allow any moisture to drip into areas like keys, connectors, vents, etc. Moisture entering the inside of an electronic product can cause damage to the product. Excessive wiping potentially could lead to damaging some surfaces.
- 7. Surfaces must be completely air-dried before turning the device on after cleaning. No moisture should be visible on the surfaces of the product before it is powered on or plugged in.
- 8. Discard the disposable gloves used after each cleaning. Clean your hands immediately after gloves are removed and disposed.

<u>Important:</u> Customers may experience some visible cosmetic changes to finishes over time as a result of the cleaning process outlined above on some surfaces. Other cleaning chemicals are very harsh and will damage surfaces. Avoid using any of the following chemicals or products containing these chemicals:

- Any chlorine-based cleaner, such as bleach
- Peroxides (including hydrogen peroxide)
- Solvents such as; acetone, paint thinner, benzene, methylene chloride or toluene
- Ammonia (i.e. Windex)
- Ethyl alcohol

Using any of the chemicals listed above will cause permanent damage to some product surfaces. By following the steps outlined in this document, you can minimize the risk of damage.

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