National Maintenance Alert (NMA-20-029)
Effective Date: 07/09/2020 00:00 Z

Guidance on Cleaning and Disinfecting NAS Position Equipment

Facility:
ALL

Summary:
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Second Update 07/09/2020: Information on how to acquire the Pure Hard Surface product has been added to the bottom of the Action section. The text appears in bold.

First Update 07/09/2020: This Maintenance Alert has been updated. Please read the entire alert for new guidance.
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This Maintenance Alert updates NMA-20-029 with guidance for **Pure Hard Surface** and TechLITES as the preferred products and methods of cleaning and disinfecting, where possible, the console work surfaces and peripheral devices of National Airspace System (NAS) systems in Air Traffic Control facilities.

Background:
The action identified is required for console work surfaces and peripheral devices throughout the NAS in response to concerns regarding the Coronavirus Disease 2019 (COVID-19) until further notice.

Terminology: The following list contains definitions relevant in this guide:

- **Germs**. General term for living organisms, like bacteria, fungi, or viruses, which can cause infections or disease.

- **Cleaning**. A process for removing germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection. Cleaning instructions are addressed in system TI manuals and are not addressed in this guide.

- **Disinfection.** The process of killing germs on surfaces or objects through the use of chemicals, for example EPA-registered disinfectants. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

- **COVID-19.** The name for the illness caused by the novel coronavirus that emerged in 2019.

- **SARS-Cov-2.** The novel (newly discovered) virus that causes the COVID-19 illness.

Action:
Appropriate Second Level Engineering (SLE) offices have collaborated and agreed upon a common set of guidelines for disinfecting NAS Position equipment. Follow the guidance below regarding the cleaning and disinfecting of console work surfaces and peripheral devices.

- **Workstation Disinfecting Guidance excluding displays**
o Covered workstation equipment includes hard, nonporous surfaces, such as console, controller work surfaces, keyboards, trackballs, keypads, and mice.

o The preferred disinfectant is **Pure Hard Surface** (PHS) sprayed onto a TechLITES disposable tissue or reusable microfiber cloth.

o If no PHS is available, the next option is a commercially available **non-bleach** disinfecting wipe. The most common non-bleach example would be Lysol or Clorox disinfectant wipes.

o If neither of the first two options are available, use Isopropyl Alcohol (IPA) mixed in a ratio of 70% IPA and 30% deionized water (IPA 70/30) sprayed onto a TechLITES disposable tissue or reusable microfiber cloth.

o Never spray any liquids directly onto the equipment.

o Do not use an extremely damp disinfectant wipe to clean the surface of the keyboards, trackballs, touchpads, and mice.

o Ensure excess liquid is squeezed out before wiping these surfaces.

o For trackballs, ensure the complete phenolic ball surface is wiped; wipe, allow to dry, rotate and wipe, allow to dry, continue until whole ball has been disinfected.

o Do not allow the liquid from the disinfectant wipe to sit or pool on the area you are disinfecting for an extended period.

o Do not use rough towels or cloths to dry the area.

o Do not use excess force when disinfecting keycaps; this could damage the keys, switches or other materials.

o Maintain light wiping pressure to prevent any excess liquid from escaping onto the surfaces and into any openings on peripheral devices.

- **Touchscreen Display Disinfecting Guidance**
o If possible, power off or disable the touch screen prior to disinfection.

o The preferred method to maintain safety of personnel while minimizing risk to the

equipment is to use an approved stylus and/or gloves to minimize the frequency of disinfection of the touchscreens.

o If gloves are to be worn in addition to the use of the stylus, operators should coordinate with Technical Operations to ensure they use gloves that have been confirmed to work with FAA ATC touch screens as described in NMA-20-044.

- If a glove or stylus, or a combination of glove and stylus together, do not work, this should be reported to a supervisor so it can be shared with the appropriate stakeholders for information or action.

o Moisten a disposable TechLITES tissue or a clean microfiber cloth with PHS or an approved alternative.

- Do NOT use paper towels or household rags.

o Lightly wipe the screen with the dampened microfiber cloth/TechLITES.

- Do NOT spray PHS or other liquids directly onto the screen, as liquid could seep into the edges of the screen and damage the screen.

o Only the TechLITES disposable tissue or microfiber cloth should contact the screen.

o When wiping the screen, avoid making circular (buffing) motions.

o Clean with a slow, light touch moving in as broad a back-and-forth motion across the screen as possible.

- It may be necessary to wipe across the same area twice to remove any excess water.

- PHS is 95% deionized water and will take a few seconds longer to dry than IPA.

- **Non-Touch Display Guidance**
o Non-Touch displays **should not be touched** and do not require daily disinfecting. However, recognizing that incidental touching may occur, follow the same procedures as for touchscreen displays.

The preferred disinfectant is **Pure Hard Surface** (PHS) sprayed onto a TechLITES disposable tissue or reusable microfiber cloth. If no PHS is available, use a non-bleach disinfecting wipe such as Lysol or Clorox. The third option is the use of IPA 70/30 (sprayed onto a cloth). If a non-bleach disinfecting wipe or IPA 70/30 is used, it will disinfect the screen but if used frequently (e.g., daily), the risk to damaging the screens is higher.

Products listed on the current EPA List N for use against SARS-CoV-2 are confirmed to effectively disinfect equipment. However, many items on this list risk damage to the FAA's NAS Operational Equipment. If a facility lacks enough approved product to perform

disinfecting of Operations room equipment as prescribed by this guide, the SECM must be consulted before alternative disinfecting products can be used.

Technical Operations will be responsible for ordering and supplying the Pure Hard Surface (PHS) 32-oz spray bottles and TechLITES disposable tissues for the operational ATC facilities and the Technical Operations equipment rooms.

Pure Hard Surface 32oz spray bottles can be acquired through the FAALC. The TechLITES disposable tissues should be locally purchased.

Refer to https://www.horizonind.com/product/6492-1-ply-tissue-techlites/ for information on TechLITES.

Please direct questions about this Maintenance Alert to James Motley at james.motley@faa.gov, or via telephone at (310) 600-6718.

Resolution:
This Maintenance Alert will remain open for six months.

OPI:Operations Support, AJW-1
OPI Email: