National Maintenance Alert (NMA-20-046)
Effective Date: 04/03/2020 00:00 Z

Cleaning and Disinfecting Guidance for Tech Ops Work Areas and Admin Tools

Facility:
ALL

Summary:
This Maintenance Alert provides guidance for cleaning, and where possible disinfecting, equipment and peripherals in common Technical Operations work stations and areas; such as administrative stations, logging & maintenance monitoring and working areas in the air traffic control operational facilities.

Background:
The action is in response to concerns regarding the Coronavirus (COVID-19) national pandemic, and is required for equipment and peripheral devices in the Technical Operations maintenance operational areas.

Action:
The following guidance for disinfecting should be followed prior to and at the completion of the utilization of equipment and peripherals in Technical Operations work areas on computer equipment and peripherals

• Use commercially packaged bleach-free disinfectant wipes to clean and disinfect hard, nonporous surfaces, such as telephone headsets, keyboards, trackballs, keypads, and mice.

• Do not use disinfectant wipes containing bleach or disinfectant sprays in general, this can damage the finish on keyboard, keypad, and trackball keycaps.

• Do not use an extremely damp disinfectant wipe to clean the surfaces, drain excess liquid out of wipes before wiping these surfaces, do not allow liquid to pool or sit in areas being cleaned.

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

• Do not use rough towels or cloths; use a soft, lint-free cloth, to dry the surface.

• Do not use excess force when disinfecting keycaps; this could damage the keys switches.

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

OPI:Operations Support, AJW-1
OPI Email:

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