

National Maintenance Alert (NMA-20-029)

Effective Date: 01/12/2021 00:00 Z

Guidance on Cleaning and Disinfecting NAS Position Equipment

Facility:

ALL

Summary:

This update adds (1) an important final step, for disinfecting the touch and non-touchscreens, to immediately wipe dry any remaining water from the third step. It also highlights (2) the preferred applicator should be a lint-free disposable tissue. If no disposable tissues are available, the use of a reusable microfiber cloth is acceptable until disposable lint-free tissues can be procured.

These two practices will help eliminate streaks or haze created by the disinfectant/water drying on the warm screens.

This Maintenance Alert updates NMA-20-029 with an important final step, for disinfecting the touch and non-touchscreens, to immediately wipe dry any remaining water from the third step. It also highlights the preferred applicator should be a lint-free disposable tissue. If no disposable tissues are available, the use of a reusable microfiber cloth is acceptable until disposable lint-free tissues can be procured.

1. With the application nozzle set to Spray, apply three (3) trigger pulls of the PHS spray bottle onto a TechLITES disposable tissue.
2. Wipe down touch and non-touchscreens, allow for 1 minute contact time.
3. Wipe down touchscreens with a new water dampened disposable tissue
4. Using a new dry disposable tissue, immediately wipe dry any remaining water from step three (3).

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.

-**Contact time.** As defined by the EPA, is “the amount of time the surface should be treated for. The surface should be visibly wet for the duration of the contact time.”

NOTE** The Pure Hard Surface (PHS) product has both the Emerging Viral Pathogen (EPV) and the human coronavirus claim, therefore, EPA must place them into the EVP group even if it has a longer contact time. The EVP claim is a higher bar to reach than the human coronavirus claim. While the Pure Hard Surface label indicates two minutes contact time to cover the entire list of pathogens (germs) against which it is effective, the June 17, 2020 EPA Label Amendment specifies 1 minute contact time for the EPV group (which includes SARS-CoV-2, which causes COVID-19). Therefore, 1 minute contact time must be used as the legal claim. Other common disinfectants available include non-bleach Clorox Disinfectant Wipes (four minutes), Lysol Disinfecting Wipes (two minutes) and 70/30 IPA (five minutes) but all these cause damage to the NAS Operational equipment, specifically keyboards, trackballs and touchscreens with polyacrylate coatings, nearly universal in the NAS equipment.

- **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 Never spray any liquids directly onto the equipment.

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. If no disposable tissues are available, the use of a reusable microfiber cloth is acceptable.

1. With the application nozzle set to Spray, apply three (3) trigger pulls of the PHS spray bottle onto a TechLITES disposable tissue.
2. Wipe surface to be disinfected, allow 1 minute for contact time.
3. Wipe thoroughly with a new water dampened TechLITES tissue or 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. Wipe surface to be disinfected, follow requirements on label for contact time and then wipe thoroughly with a new water dampened TechLITES tissue or microfiber cloth.

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. Wipe surface to be disinfected, follow requirements on label for contact time, if no contact time is stated allow a five (5) minute contact time, and then wipe thoroughly with a new water dampened TechLITES tissue or microfiber cloth.

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,

1. With the application nozzle set to Spray, apply three (3) trigger pulls of the PHS spray bottle onto a TechLITES disposable tissue.
2. Ensure the complete phenolic ball surface is wiped; wipe, rotate trackball and wipe, continue until whole ball has been disinfected, allow for 1 minute contact time.
3. Wipe thoroughly with a new water dampened TechLITES tissue or microfiber cloth.

o For Keyboards,

1. With the application nozzle set to Spray, apply three (3) trigger pulls of the PHS spray bottle onto the TechLITES disposable tissue.
2. Wipe surface to be disinfected, allow for 1 minute contact time.
3. Wipe thoroughly with a new water dampened TechLITES tissue or microfiber cloth.

If a non-bleach disinfecting wipe or IPA 70/30 is used, it will disinfect the trackballs and keyboards but will require a longer contact time and if used frequently (e.g., daily), the risk to damaging the peripherals is higher.

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.

For Touchscreen Displays,

The preferred disinfectant is **Pure Hard Surface** (PHS) sprayed onto a TechLITES disposable tissue. If no disposable tissues are available, the use of a reusable microfiber cloth is acceptable.

1. With the application nozzle set to Spray, apply three (3) trigger pulls of the PHS spray bottle onto a TechLITES disposable tissue.
2. Wipe surface to be disinfected, allow 1 minute for contact time.
3. Wipe thoroughly with a new water dampened TechLITES tissue or microfiber cloth.
4. Immediately, using a new dry TechLITES tissue, wipe dry any water remaining from step 3 to eliminate any streaks or haze created by the drying of the disinfectant or water on the warm screens.

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.

1. Wipe surface to be disinfected, follow requirements on label for contact time.
2. Wipe thoroughly with a new water dampened TechLITES tissue or microfiber cloth.
3. Immediately, using a new dry TechLITES tissue, wipe dry any water remaining from step 2 to eliminate any streaks or haze created by the drying of the disinfectant or water on the warm screens.

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.

1. Wipe surface to be disinfected, follow requirements on label for contact time, if no contact time is stated allow for a five (5) minute contact time,
2. Wipe thoroughly with a new water dampened TechLITES tissue or microfiber cloth.
3. Immediately, using a new dry TechLITES tissue, wipe dry any water remaining from step 2 to eliminate any streaks or haze created by the drying of the disinfectant or water on the warm screens.

- 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. If no disposable tissues are available, the use of a reusable microfiber cloth is acceptable.

1. With the application nozzle set to Spray, apply three (3) trigger pulls of the PHS spray bottle onto a TechLITES disposable tissue.
2. Wipe surface to be disinfected, allow for 1 minute contact time,
3. Wipe thoroughly with a new and water dampened TechLITES tissue or microfiber cloth.
4. Immediately, using a new dry TechLITES tissue, wipe dry any water remaining from step 3 to eliminate any streaks or haze created by the drying of the disinfectant or water on the warm screens.

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).

1. Wipe surface to be disinfected, follow requirements on label for contact time. If no contact time is stated allow a five (5) minute contact time.
2. Wipe thoroughly with a new water dampened TechLITES tissue or microfiber cloth.
3. Immediately, using a new dry TechLITES tissue, wipe dry any water remaining from step 2 to eliminate any streaks or haze created by the drying of the disinfectant or water on the warm screens

If a non-bleach disinfecting wipe or IPA 70/30 is used, it will disinfect the screen but requires a longer contact time and 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.

There is a worldwide shortage of spray nozzles, the PHS original spray nozzles must be retained for use with replenishment orders.

Pure Hard Surface 32oz spray bottles can be acquired through the FAALC KSN link - <https://ksn2.faa.gov/ajt/Home/ATOCOVID/SitePages/Home.aspx> or your district representative who may also be responsible for ordering disinfectant items from 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 through the pandemic event.

OPI:Operations Support, AJW-1
OPI Email: