

Hygiene & Cleaning Policy

BEST PRACTICES FOR POLLING PLACES, POLL WORKERS
& VOTING EQUIPMENT

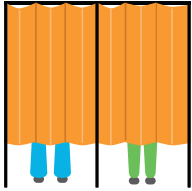


Materials



Process

Polling Places



EPA-registered disinfectants

Clean frequently touched surfaces throughout the day, including

- voting booths
- tables
- doorknobs
- light switches
- handles
- desks
- toilets
- faucets
- sinks

Voting Materials



EPA-registered disinfectants

Clean and disinfect shared pens or other ballot-marking tools throughout the day.

Poll Workers



- Soap and water
- Alcohol-based hand sanitizer with at least 60% alcohol

Poll workers should wash hands frequently with soap and water for a duration of at least 20 seconds.

ClearCast



- Microfiber cloth dampened with window cleaner
- Isopropyl alcohol wipes

Touchscreen

Clean the touchscreen throughout the day with a microfiber cloth.

Body

Disinfect the machines throughout the day with isopropyl alcohol wipes.

WARNING: Do not spray or otherwise apply liquids directly on the interior or exterior of electronics, as this may damage the unit and void manufacturer warranty.

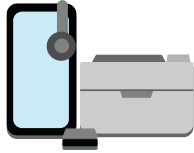


Materials



Process

ClearAccess



Recommended Cloths

- 3M Microfiber Electronics Cleaning Cloth
- JP Case Microfiber Cleaning Cloth for Electronic Devices

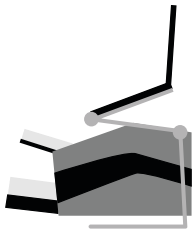
Recommended Solutions

- U.S. Pharmacopeia (USP) green soap
- Phenolic germicidal detergent (1% aqueous solution)
- Cidex 2.4% Activated Glutaraldehyde Solution
- 50% isopropyl alcohol mixed in 50% water solution
- Steriplex
- Novus 1

Clean the ClearAccess tablet, printer, and personal assistive devices prior to each election and periodically on Election Day at the direction of the county office.

Use a recommended microfiber cleaning cloth to wipe the unit clean. If needed, apply one of the recommended cleaning solutions directly to the cleaning cloth, then use the cloth and cleaning solution in combination to further wipe the unit clean. Be sure the cloth is only damp, not wet or soaked.

ClearCount Central Scanners & Peripherals



Manufacturer-approved, EPA-registered disinfectants

For Fujitsu Scanners

- A solution of 70% isopropyl alcohol and 30% in a spray bottle
- 70% isopropyl alcohol wipes
- Microfiber cleaning cloth

Clean and disinfect central scanners and associated peripherals (scanners, laptops, computer mice, keyboards, etc.) throughout the day.

Spray the solution on a microfiber cleaning cloth and using it to gently wipe the LCD screens.

Use the same solution OR 70% isopropyl alcohol wipes to gently clean the hard, nonporous surfaces that are in contact with humans.

For complete care on cleaning Fujitsu scanners, visit [fujitsu.com/us/covid19/](https://www.fujitsu.com/us/covid19/)