

## Proper Cleaning of High Touch Areas

**Always clean a high touch area prior to touching or working on it. Clean it again after completion.**

### **For ATMs and ITMs:**

#### *Touchscreen Monitors:*

Clean with a glass disinfectant. However, do NOT spray the screen directly. Spray a soft, lint free, microfiber wipe cloth. Start from the center of the screen and move outward in a circular motion. Most glass cleaners containing ammonia should be Avoided. To prevent fogging/blurring of the screen you should dilute the glass cleaner and disinfectant with a lot of water.

#### *Keypads*

The same practices should be kept with the keypad. Don't spray it directly and wipe each key individually so you don't cause the keys to stick or break. Lastly, do not use any foaming products Here are some approved supplies to dilute with water:

- Lens cleaner (used on Bifocals)
- Meyers glass/multisurface cleaner (safe for kitchen and bathrooms)
- *Uline* Glass cleaner

### **Safe Locks (both spin dial and keypad):**

Do not spray directly on the lock or handle. Spray on a soft wipe cloth. Products containing ammonia should be Avoided.

Recommended cleaners:

- Lysol
- Diluted bleach water
- Diluted warm soap water
- Rubbing alcohol

