**PI Guideline Appendix: Laboratory Housekeeping (Cleaning and Disinfection Guidance)**

This document serves as a guideline for PIs and laboratory members to establish safe and effective procedures for laboratory housekeeping for cleaning and disinfection. Viral transmission can occur through virus deposition on surfaces in the laboratory, such as equipment, tables, computer mice and keyboards, door handles, light switches, etc. To protect yourself and others from respiratory virus transmission in the laboratory, shared spaces should be regularly cleaned and disinfected.

**Recommended procedures**:

1. There should be established protocols for decontamination of areas shared by multiple labs (such as break rooms, bathrooms)
2. Every researcher is responsible for cleaning and disinfecting hard surfaces of shared laboratory work areas frequently, at a minimum before and after use. Examples include, but are not limited to:

* Door handles and light switches
* Sink faucets
* Phones
* Freezer/refrigerator doors
* Cabinet handles
* Desks and tables
* Shared equipment
* Shared electronics, including computer mouse, keyboard, display

Alternatively, specific lab members could be appointed “safety” manager of the lab or specific shift who are responsible for cleaning general surfaces such as door handles, phones, etc. Individual researchers would still be responsible for cleaning specific equipment they used. A check-list could be developed for the lab to be followed during the daily cleaning routine(s).

1. Wear disposable gloves to clean and disinfect.
2. If visibly dirty, first clean surfaces using soap and water, then use disinfectant.
3. Different disinfectants have different required contact times. Make sure to let them soak for the minimum required time before wiping them off. For fast-evaporating disinfectants (such as alcohol) it may be necessary to use more than one wipe to keep the surface wet for the recommended contact time.
4. When in doubt about the compatibility of a specific piece of equipment with commonly used disinfectants, please refer to the manufacturer’s recommendations and warning label.
5. Wash hands with soap and water for 20 seconds right after entering the laboratory, immediately after taking off gloves, and just before exiting the laboratory, as well as throughout the day, particularly prior to and after meals. Signage could be posted at the laboratory door, reminding personnel to regularly wash their hands.
6. Hand sanitizers containing at least 60% alcohol can be used as a “stop-gap” measure until you can wash your hands with soap and water.
7. As always, when wearing gloves, remember your gloves are considered “contaminated” and do not touch your face, nose, eyes with gloved hands and do not wear gloves into non-laboratory areas such as break rooms, offices, elevators, etc.
8. All of these recommendations are considered “best practices” for research laboratories even when there is not a pandemic.
9. If someone in the research group or laboratory user has tested positive for the SARS-CoV-2 virus, inform Occupational Health (314-935-8300) for guidance on an appropriate extensive cleaning and disinfection.

**Appropriate disinfectants for SARS-CoV-2:**

1. Be sure to know what the active ingredient is for the disinfectant you are using, that it is efficacious against enveloped viruses (and other pathogens if they are part of laboratory work), and that the appropriate contact times are followed. For more information, see EPA’s list on recommended SARS-CoV-2 disinfectants: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
2. [EH&S](https://wright.edu/ehs-service) can assist in determining if the available disinfectants are appropriate for use.
3. Alcohol solution with at least 70% ethanol: are effective against enveloped viruses and are often used as wipes for **cleaning computers, accessories, and electronics**. Never spray cleaner directly on the electronics; use a soft, lint-free cloth as a wipe (no abrasive cloths or paper towels), and ensure that moisture does not get into any openings. Alcohol is also used as “rinse” after using a stronger disinfectant containing bleach or quaternary ammonias on other hard surfaces.
4. Bleach: Both 1% and 10% v/v dilutions are effective against enveloped viruses. Check the label to see if your bleach is intended for disinfection, and ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on colored clothing or for whitening may not be suitable for disinfection. Bleach solutions will be effective for disinfection up to 24 hours. Leave solution on the surface for at least 1 minute.
5. In case of preparing your own disinfectant, remember to **never mix a product containing chlorine (such as bleach) with a product containing ammonia**. The resulting release of ammonia gas can be dangerous.
6. For non-laboratory spaces, appropriate disinfectants will be supplied.