Coronavirus (COVID-19) POS Guidelines

HOW TO CLEAN & SANITIZE

The preferred method for cleaning and sanitizing POS equipment follows these steps:

DO NOT SPRAY OR POUR DISINFECTANT DIRECTLY ON PIN PAD OR POS SYSTEM (more info below)

Preferred Method
- Clean the device with mild soap (pH-neutral is best) and water using a dampened microfiber cloth
- Disinfect by wiping 70-90% isopropanol (isopropyl alcohol) on the unit with a microfiber cloth taking care to disinfect both the touchscreen and PIN pad as well as other high-touch areas
- Take caution not to press hard on displays or PIN pads to prevent damage
- Employees may use common disinfectants like Clorox wipes on PIN pad buttons or the outside casing.

Alternative Method
- Clean the device with mild soap and water using a dampened microfiber cloth
- Disinfect by utilizing wipes containing less than 1% sodium hypochlorite such as these.
- If wipes are unavailable, then you may utilize a diluted bleach solution on a microfiber cloth. This solution must be heavily diluted, as directed by the CDC.

  - Prepare a bleach solution by mixing:
    - 5 tablespoons (1/3rd cup) bleach per gallon of water or
    - 4 teaspoons bleach per quart of water

If the preferred method is not possible, and you need to use the alternative method, be sure to dilute your bleach solution to contain less than 1% sodium hypochlorite (as directed by the CDC). This will help to avoid damage to POS and PIN pad screens. Keep in mind that bleach usually contains about 5% sodium hypochlorite, which is why it must be diluted.

Again, never spray cleaning solutions directly on a PIN pad. Instead, spray the solution on a cloth and wipe down the device.

Spraying a solution directly on the PIN pad may result in device malfunction by triggering the tamper alert and shutting down the PIN pad.

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