XEROX DEVICE CLEANING GUIDANCE

SAFE HANDLING

FOR ISOPROPYL ALCOHOL

AVOID CONTACT WITH

CLOTHES, EYES, & SKIN



KEEP AWAY FROM HEAT

& SOURCES OF IGNITION



USE AND STORE

WITH ADEQUATE VENTILATION



IN THE EVENT OF CONTACT
WASH SKIN THOROUGHLY
WITH SOAP AND WATER

SDS
Superior Digital Solutions

1. Wear disposable gloves made of latex or nitrile when cleaning and disinfecting surfaces.

2. Turn off the device, disconnect AC power, and **UNPLUG** device from the outlet before cleaning. Do not clean a product while it is powered on and plugged in as it may cause electrification.

3. Moisten a clean, soft, lint free, cotton cloth with a mixture of **70% ISOPROPYL ALCOHOL** and **30% WATER** (also known as rubbing alcohol). Do not use fibrous materials, such as paper towels. The cloth should be moist with no free liquid to ensure dripping does not occur.

4. Do not spray any liquids directly onto the product.

5. Gently wipe the moistened cloth on the surfaces to be cleaned. Take care to prevent moisture from entering inside the product or between gaps around the control panel or buttons. Disinfectant entering the product may result in extensive damage or failure due to corrosion.

6. When cleaning a display screen or control panel, carefully wipe in one direction, moving from the top of the display to the bottom. Do not rub the control panel strongly as it can be easily scratched or cracked.

7. Ensure surfaces have completely air-dried before turning the device on after cleaning. No moisture should be visible on the surface of the product before it is powered back on.

8. Discard gloves after each cleaning. Clean hands immediately after gloves are removed.

Usage of high levels of alcohol may result in color unevenness, discoloration, cracks in the surface, or blurs. Be sure to follow the precautions above and try the cleaning on an inconspicuous area first.

The following guidance is applicable to surfaces of Multifunction Devices, Printers, and Presses (e.g. panels, buttons, user interfaces, display screens, touch screens, doors/access handles)