

# Update on Cleaning Products and Hand Sanitisers

(as at 4 August 2020)

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## Where can I get them?

Cleaning products and hand sanitisers are available from your campus's Estate Office.

## What do I do when it is empty or becoming low?

Please do not throw away empty bottles of cleaning products and hand sanitisers. The empty bottles should be returned to your campus's Estate Office and they will supply you with the replacement.

If you notice that the hand sanitiser is not available at sanitiser stations in common areas, please go to or contact the Estate Office for replacement. If it keeps disappearing, it can be chained to discourage people taking the sanitisers.

## What other types of cleaning products available?

Some equipment requires specific cleaning products and please follow the procedure identified in your team's transition plan and check the labels to ensure that the right cleaning product is used.

CIT currently supply 70% alcohol based cleaning products (Methylated Spirits or Iso-Propyl Alcohol). The Estate Office also has Viraclean surface sanitiser/disinfectant, which contains less alcohol. Please note Viraclean cannot be used on keyboards or electronic equipment.

## Is it safe to use alcohol based cleaning products on keyboards?

CIT supplied 70% alcohol based cleaning products (Methylated Spirits or Iso-Propyl Alcohol) are safe to use on keyboards. Please spray onto paper towel and wipe the keyboard surface.

## What should I use to clean Ricoh MFDs (photocopiers)?

Alcohol wipes are available from Estate Office for cleaning electronic equipment.

## What should I use to clean Prowise screen?

It is recommended to avoid using touchscreens but if you must, it is important to wash or disinfect your hands before and after using the touchscreen. Alcohol wipes are available from Estate Office for cleaning electronic equipment. Most meeting rooms with Prowise screen has a wireless mouse which can be cleaned more easily.

## Where can I find more information about the cleaning products?

Safety Data Sheets are available on the CIT website. Please refer to Signage and Safety Resources for Staff section under Information for Staff on the [COVID-19 Updates, Support and Resources](#) webpage.

## Who should I contact for more information?

The CIT Health and Safety team is available to assist both CIT staff and students with any health and safety concerns. You can contact the team via email at [WorkplaceHealth-Safety@cit.edu.au](mailto:WorkplaceHealth-Safety@cit.edu.au) or call Michael Ireland on (02) 6207 9245 or Jason Feldner on (02) 6207 3160.