

Best Practice Guide: Cleaning and Disinfecting Lexmark Devices

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Maintaining A Clean Device

Lexmark printers and multifunction devices are commonly located throughout the work environment and used by multiple people. Keeping these devices clean and sanitary is important for the health and safety of users, particularly as organizations seek to minimize risk from the COVID-19 situation.

Lexmark Recommendations

Lexmark devices, including washable touchscreens, are designed to withstand daily cleaning and disinfecting to minimize the risk of cross contamination.

We recommend Lexmark devices be cleaned at least once daily using the process outlined below. Device users should also practice good personal hygiene, including frequent hand washing for at least 20 seconds with soap and water, or using alcohol-based hand sanitizers with 60-90% alcohol content.

Device Cleaning Process

- ▶ Use an alcohol-based cleaner with a minimum concentration of 60% alcohol or premanufactured disinfectant towelettes with minimum 60% concentration. Do not use ammonia-based or chlorine-based cleaners.
- ▶ Turn off machine.
- ▶ Apply approved cleaner to a soft cloth, or use premanufactured disinfectant towelettes. Do not apply liquids directly on devices.
- ▶ Wipe down exterior surfaces of the device with the soft cloth or towelette. Pay close attention to high touch areas such as smart panels, lids, trays and keyboards.



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