

Clear Ballot Voting Hygiene Recommendations

March 10, 2020



Clear Ballot

This document includes recommendations for ensuring safety and hygiene at all voting locations and instructions for cleaning Clear Ballot hardware.

Polling Place

Clean frequently touched surfaces using EPA-registered disinfectants. These surfaces include voting booths, tables, doorknobs, light switches, handles, desks, toilets, faucets, and sinks.

Voting Materials

The vast majority of voters mark ballots by hand and cast these ballots via ClearCast without physical contact with the device. However, any shared pens or other ballot-marking tools should be cleaned/disinfected throughout the day.

ClearCast

Clean the ClearCast machine prior to each election and periodically on Election Day at the direction of the county office.

Touchscreen

Clean the touchscreen with a microfiber cloth dampened with window cleaner. Isopropyl alcohol or sprayed glass cleaner should not be applied to the device's touchscreen.

Body

Disinfect the machines with isopropyl alcohol wipes. Do not use liquids to clean tabulation devices – on the interior or exterior of the machines.

ClearAccess

Clean the ClearAccess tablet, printer, and personal assistive devices prior to each election and periodically on Election Day at the direction of the county office.

Materials

Use only a microfiber cloth for cleaning electronics. Approved products include:

- 3M Microfiber Electronics Cleaning Cloth
- JP Case Microfiber Cleaning Cloth for Electronic Devices

Solutions

Use a mild soap and water solution in conjunction with the microfiber cloth. Approved cleaning products include:

- U.S. Pharmacopeia (USP) green soap
- Phenolic germicidal detergent (1% aqueous solution)
- Cidex 2.4% Activated Glutaraldehyde Solution



- 50% isopropyl alcohol mixed in 50% water solution
- Steriplex
- Novus 1

Process

Use a recommended microfiber cleaning cloth to wipe the unit clean. **Do not put liquids directly on the interior or exterior of the machine** as this may damage the unit and void manufacturer warranty. If needed, apply one of the recommended cleaning solutions directly to the cleaning cloth, then use the cloth and cleaning solution in combination to further wipe the unit clean. Be sure the cloth is only dampened, not wet or soaked.

ClearCount Central Scanners & Peripherals

Clean and disinfect central scanners and associated peripherals (scanners, laptops, computer mice, keyboards, etc.) using manufacturer-approved, EPA-registered disinfectants.

Poll workers

Poll workers should wash hands frequently with soap and water for a duration of at least 20 seconds. If soap and water are not readily available, an alcohol-based hand sanitizer that contains at least 60% alcohol is an effective remedy.

Instructions for cleaning all ClearVote hardware components are included in user guides associated with certified versions of ClearVote. It is important to note that ClearVote customers must follow the manufacturer's instructions for all approved device cleaning procedures and products.