



In response to the current outbreak of COVID-19 (Coronavirus), Runbeck Election Services is providing guidelines for disinfecting and sanitizing equipment to promote a clean environment during the election process.

The following guidelines are applicable to the Agilis, AgilisDuo, Sentio and Novus equipment.

PROCEDURES

Agilis and AgilisDuo

Frequently touched surfaces, including keyboards, mice, buttons, and screens should be cleaned with alcohol-based wipes or lint-free cloths moistened with an alcohol-based solution.

The acrylic covers on the transport and pocket belts can be wiped down with a disinfecting solution. Metal surfaces—including paddles on the magazine feeder, pockets and the metal body of the pocket stackers and transport—can also be wiped down with an alcohol-based solution.

These processes can be completed as frequently as the jurisdiction deems appropriate.

Sentio

Frequently touched surfaces—including keyboards, mice, buttons and screens—should be cleaned with alcohol-based wipes or lint-free cloths moistened with an alcohol-based solution.

The body of the printer(s) can be cleaned with a disinfecting solution.

Rollers can be cleaned with diluted bleach-based solutions (avoid alcohol-based products).

It is not recommended that the transfer belt be cleaned.

Novus

Frequently touched surfaces—including keyboards, mice, buttons and screens—should be cleaned with alcohol-based wipes or lint-free cloths moistened with an alcohol-based solution.

Per the IBML ImageTrac scanner cleaning guidelines, metal surfaces can be cleaned with most disinfecting products. The rollers can be cleaned with diluted bleach-based solutions (avoid alcohol-based products). The track belts can be cleaned with an alcohol-based solution (avoid using a saturated cloth).

Other sanitary practices are at the discretion of the jurisdiction. This includes cleaning trays, racks, and tables as well as the use of gloves for operating equipment.