

## **SOP for sanitizing, disinfecting using alcohol-based sanitizers, disinfectants, or other potentially flammable compounds in the vicinity of Electrical Equipment**

### **Introduction**

One concern with COVID-19 is that the virus may remain active on surfaces and be transmissible for days. This can lead to an increased risk of transmission. As a result, additional measures are required to regularly disinfect potentially contaminated surfaces more safely and effectively,

While counteracting this risk, special considerations are needed for disinfecting electrical equipment and furniture because if not properly performed, cleaning and disinfection of electrical equipment may result in hazards or unsafe conditions with the equipment.

KIS Management in the interest of providing guidance on how to safely clean and disinfect electrical equipment, has compiled this list of best practices:

### **Electrical equipment and furniture available at KIS include**

1. Office equipment
2. Desk computers, laptops, and other mobile gadgets.
3. Generators and ferry engines
4. Control panels
5. Batteries at the power plant
6. Solar panels

### **Responsible person(s)**

- HSEO has overall responsibility of ensuring adherence and implementation for the SOP
- Section head/line manager/supervisor has implementation, dissemination, and compliance responsibility
- Section head to put in place a proper schedule and checklist for safe disinfection/sanitization of work areas and electrical equipment, and emergency procedures in case of any incident that may arise during this task.
- Departmental employees are responsible for adherence to this policy

### **Procedure**

#### **WHAT TO DO : THE DO'S**

- Follow instructions as indicated in the user manual or safety tags on the equipment
- Follow established safety precautions for working with electrical equipment, including de-energizing/isolating/putting off power of the equipment when possible and wearing any specified personal protective equipment, e.g., for hands and face.

- Store alcohol-based sanitizers away from electrical equipment potential sources of ignition i.e. sparks, flames, battery fumes, heat emitting equipment and static electricity
- Follow the original equipment manufacturer (OEM) instructions or manuals for specific cleaning protocols for equipment or consult the OEM for guidance if such instructions are not available.
- If a form of liquid or atomized solution is approved for use/recommended by the equipment manufacturer, carefully follow the instructions, using only the specified solution and applicator, taking all specified pre-application preparations e.g., closing openings before application on the de-energized electrical equipment. Allow the cleaning/disinfection solution to dry prior to reenergizing the equipment.
- Allow any surfaces that may be hot to cool prior to cleaning.

#### **WHAT NOT TO DO: THE DON'TS**

- **Do not** spray liquids of any kind into electrical equipment, battery room or around engine or generator rooms especially when energized.
- **Do not** wet electrical equipment in sanitizer unless specifically permitted, as indicated by equipment markings or instructions of the original equipment manufacturer.
- **Do not** apply liquid or corrosive substances on to electrical equipment unless both the electrical equipment and substance to be applied are specifically approved for that use.
- **Do not** fog equipment with disinfectant unless specifically approved for that use. These media may cause electrical shock or arcing injury hazards. They may also result in degradation of components or materials in electrical equipment, leading to hazards immediately or over the equipment life.
- **Do not** remove or deface equipment markings by any cleaning or disinfection action or solution
- In case of any emergencies, follow emergencies procedures available at your work area or call **KIS Toll free helpline 0800253500**

**Approved by**



**John Opondo**

**MANAGING DIRECTOR**