

SAN DIEGO POLICE DEPARTMENT ORDER

DATE/TIME: FEBRUARY 2, 2021 1500 HOURS
NUMBER: OR 21-06
SUBJECT: LAPTOP COMPUTER DISINFECTANT GUIDELINES
COST CENTER: 1914000001
SCOPE: ALL MEMBERS OF THE DEPARTMENT
DEPARTMENT PROCEDURE AFFECTED: NONE

Due to the outbreak of COVID-19, it has been recommended that essential workers use household virucidal/germicidal products to disinfect their workstations and vehicles. Recently, it has been found that the use of some household cleaning products on the Department-issued Panasonic laptops/tablets has led to unintended damage being done to these items.

Panasonic states only alcohol-based cleaners are approved to be used for disinfecting their laptops/tablets. The approved cleaners are:

- Sani-Cloth Plus Germicidal Disposal Cloth
- Alcohol Prep Swabs
- Total Solutions Disinfectant Wipes
- Amtech Universal Cleaners and Disinfectant Wipes
- P.A.W.S. Anti-Microbial Wipes
- All-Clean Natural Sanitizing Wipes
- Campbell alcohol wipes

Effective immediately, all Police Department personnel shall use only these approved products on their Panasonic laptops/tablets. Operational Support has been issuing the various wipes to the commands, due to the outbreak, and they should be readily available for disinfecting your Panasonic laptops/tablets, workstations, and vehicles. Other spray cleaners and wipes have been approved for vehicle cleaning but the laptops/tablets must be cleaned with the alcohol-based cleaners mentioned above. If you need more supplies, or have questions, please contact your supervisor.

Please read at squad conferences and give a copy to all personnel.