

## Cleaning methods for bibliotheca solutions

### Before cleaning

- | Take care when cleaning the touchscreen as this may cause unintentional touch-events.
- | It is important that your unit remains dry. Do not get liquids on or inside the unit. If liquid does get inside, have a qualified service technician check it before you power it on.
- | Do not wipe the screen with a cloth or sponge that could scratch the surface.

### Cleaning

Glass touchscreens are tough enough to withstand most cleaners and disinfectants it's safe to say that the touchscreen can withstand much more than the plastic case can. For instance, acetone and other strong solvents will attack the plastic case, but they won't affect the glass touchscreen. Touchscreens that use a glass surface, will withstand most any chemical.

For the plastic case, concentrated bleach should be avoided - high concentrations/long exposures might cause discoloration of the plastics. A reasonably dilute solution for limited contact times should not be a problem. A product containing ammonia should not be a problem.

The cleaning liquid should be applied to a clean cloth or soft tissue. Ensure the cloth is damp not wet. Do not spray cleaning solvents directly on the monitor. Lightly moistened with a recognized cleaning product. Read and follow all label instructions on the cleaning product. In case of doubt about a certain cleaning product, use plain water.

The plastic housings are made of Polycarbonate (PC) or Acrylonitrile butadiene styrene (ABS). Recommendation is 50% isopropyl alcohol and 50% water. If you need to use something else, below is a good guide for items that should not damage the plastic or glass surfaces. Testing on a small area not shown is always a good idea.

Recommended cleaning solutions	Do not use following products
Mild soap (hand dish soap) and water solution	K5902137 (451920612602) MDRC-1219 (TS) 18/05/2017 19 4.
U.S. Pharmacopoeia (USP) green soap	Methyl, or Ethyl
Sodium hypochlorite solution (1:10 dilution of household chlorine bleach in water), note using this solution may lighten color over time.	Thinner, Benzine
Phenolic germicidal detergent (1% aqueous solution)	Strong alkalis lye
Glutaraldehyde (2.4%) (Cidex)	Strong solvents
Isopropyl alcohol (70% solution)	Acid
Steriplex	Detergents with fluoride
Novus 1	Detergents with ammonia at higher concentration > 1.6%
Mild soap and water solution	Abrasive cleaners
Isopropyl alcohol mixed water solution	Detergents with abrasives
	Steel wool
	Sponge with abrasives
	Steel blades
	Cloth with steel thread
	409, Windex or Lysol

## Specific for Nordic bibliotheca solutions!

### Cleaning and maintaining machines with linoleum surfaces (selfCheck 450, 460 and 650)

#### **Linoleum**

Linoleum is a natural product made from oxidized linseed oil mixed with fillers and dyes. The material is typically used for wall cladding, flooring and furniture.

For optimal cleaning and care of the machine surface, the following guidance is always used.

#### **Ordinary daily cleaning**

Self-check automats tabletop wiped with a clean, dry cloth or a cloth wrung out in clean water. There should be wiped off immediately with a clean, dry cloth.

#### **Cleaning of lightly soiled tabletops**

Self-check automats tabletop washed and cleaned with "green soap". Green soap is becoming more and more popular in the daily cleaning, as it is produced from environmentally friendly products, such as tallow oils. The soap is effective and also very environmentally friendly. In addition to removing dirt on the table top, giving the soap a dirt repellent protective film and also acts antistatic.

The soap is mixed with water (20 ml to 1 liter of water) and tabletop cleaned with a clean cloth. Wipe the surface dry immediately with a clean, dry cloth. On machines with high use, the green soap should also be used for daily cleaning.

Green soap has a pH value of about 10. Gloves should be worn.

#### **Thorough cleaning and treatment**

Self-check automats tabletop cleaned, and surface treated with I-VAX. The VAX is an environmentally friendly detergent and care product with wax, in addition to clean and protect the work surface with a thin wax film also softens minor scratches and marks.

In VAX can be mixed with water at a ratio of 3:10 or greater need for treatment using concentrated directly from the bottle. Use a clean cloth to treatment.

The VAX has a pH value of about 8-9. Gloves should be worn.

#### **Protective and caring treatment**

About 1 time per month should the work surface is treated with a hard wax.

Self-check automats tabletop cleaned only as needed and then applied to a cloth with wax, which then massaged into the entire worktop surface. The treatment can cause the surface becomes slightly shinier - but it also becomes more resistant.

Hard wax is a natural product made from linseed oil.

**WARNING!! Cloths with traces of hard wax (linseed oil) can sometimes catch fire. Always hang the used cloth in a well-ventilated and throw the first out when the cloth is completely dry. Aggressive cleaning agents such as basic cleaners, soft soap and detergent should never be used.**

Green soap, In-VAX and hard wax can be purchased from **bibliotheca**.

### Cleaning machines with TFT screens (selfCheck 450, 460, 650 and 750)

The screen is cleaned with a soft, clean, lint-free cloth. Use water, isopropyl alcohol, TFT screen cleaner or eyeglass cleaner.

Apply the liquid to the cloth and gently wipe the screen without pressing too hard. Remember not to use too much water and wring it out using water.

Note: Do **not** use benzine, alcohol or like that. There also must not use sharp or pointed objects to remove dirt from the screen. In the event of such use will void the warranty.

### Cleaning and maintenance of high-pressure laminate (HPL)

Laminate is simple to maintain... however sometimes deeper cleaning is necessary. Here's what you need to know about special finishes various materials and your laminate countertop.

#### Ordinary Cleaning

Laminate is very easy to clean. In most cases, you only need to use a clean, damp, nonabrasive cotton cloth and a mild liquid detergent or household cleaner.

Rinse with clean water, using a clean, non-abrasive cotton cloth.

Do not flood the laminate, especially near seams, since water can penetrate and cause the substrate to swell.

Dry the surface with a soft, clean, non-abrasive cotton cloth.

**For specific types of surfaces use the following care guidelines:**

#### Matte and Sparkle Finish Laminates

Especially hard-to-clean areas may require special attention. Use a nylon bristled hand or vegetable brush along with a mild liquid detergent-and-water solution or household cleaner. Clean the soiled area using a rotating motion. Rinse and dry the surface as indicated above.

#### Sculpture and Dimensional Finish Laminates

These surfaces may require special attention to clean the depressed areas. Use a nylon-bristled hand or vegetable brush along with a mild liquid detergent-and-water solution or household cleaner. Clean the soiled area using a rotating motion. Rinse and dry the surface as indicated above.

### **High Gloss Finish Laminates**

If residual streaks and smears remain after normal cleaning use a mild glass cleaner and then dry with a clean non-abrasive cotton cloth. Avoid exterior glass cleaner.

### **Abrasives**

Abrasive pads scouring powders or cleaners may permanently dull and scratch the laminate surface making it susceptible to staining. Ceramics including unglazed materials and other abrasive objects can cause scratching and premature wear – do not slide these items across surface.

### **Chemical Damage**

Never use cleaners containing acid alkali or sodium hypochlorite. These cleaners will mar etch corrode and permanently discolor the laminate surface. Also make sure that bottles rags and other materials contaminated with these cleaners never contact the laminate surface. Accidental spills or splatters from these compounds should be wiped off immediately and the area rinsed thoroughly with water.

### **Examples of cleaners containing acid alkali or sodium hypochlorite include but are not limited to:**

- Ceramic cooktop cleaners
- Coffeepot cleaners
- Lime scale removers
- Oven cleaners
- Some countertop cleaners
- Toilet bowl cleaners
- Chlorine bleach
- Drain cleaners
- Metal cleaners
- Rust removers
- Some disinfectants
- Tub and tile cleaners

### **Special Cleaning Recommendations**

Have a stubborn stain on your laminate countertop? Need more information on which products and chemicals to use with laminate (or not)? Here's your guide to special cleaning materials and more.

### **Residual Glue**

Sometimes new decorative laminate has a streaky appearance caused by contact adhesive used during fabrication. Clean with a non-abrasive cotton cloth and an adhesive solvent. Use solvent sparingly, as excessive amounts may delaminate edges. Read and follow all warnings and instructions on the labels of all solvent products.

### **Paint and Varnish**

Remove most oil-based paints, varnishes and lacquers from decorative laminate surfaces with a suitable solvent. Read and follow all warnings and instructions on the labels of all solvent products and remember that most solvents are extremely flammable. Use solvent sparingly, as excessive amounts may delaminate edges. Remove most water-based paints with an ammoniated household cleaner. For stubborn paint spots, gently use a plastic, non-metallic, non-abrasive pad. Never use steel wool or other abrasive scouring pads.

### **Stains**

To remove or minimize stains, use full strength Fantastik<sup>®</sup> All Purpose Cleaner, Formula 409<sup>®</sup>, Pine-Sol<sup>®</sup> (original formulation) or other mild household cleaner on the affected area, and allow it to draw out the stain. With a clean, damp, non-abrasive cotton cloth, and then rinse with clean water. When a recommended cleaner changes its formulation, the change may be harmful to the laminate surface. The corporation cannot be held responsible for these changes. Solvents such as denatured alcohol can also be used. Follow all directions and warnings on the solvent label because many are extremely flammable.

**Additional Stain and Materials Information**

Stubborn or “fugitive” stains that may disappear on their own after a short time or after repeated cleanings include:

- Coffee and tea stains
- Food stains
- Fingerprints
- Glass rings
- Food dyes
- Water marks

**Stains which are stubborn or even permanent and may not disappear include:**

- Cash register inks
- Lemon juice
- Food pricing ink
- Marking pen inks
- Indelible inks
- Newsprint
- Label inks
- Wood stains

**Some materials and liquids such as dyes and pharmaceutical products will permanently stain laminate.**

**Examples include:**

- Dermatological products
- Povidone-iodine
- Hair dyes and rinses
- Red-2B dye
- Laundry bluing
- Silver nitrate
- Mercurochrome®
- Tannic acid
- Peroxides
- Tar compounds

These stains may be reduced by applying a paste of baking soda and water on the area to pull out the stain. The paste will be slightly abrasive so do not rub. Wipe up the paste with a clean damp non-abrasive cotton cloth and then rinse clean with water. Periodic application of a self-cleaning wax can help minimize future staining.