

Checklist: Cleaning and Disinfecting Museums

The American Alliance of Museums offers the following checklist to help clean and disinfect your museum as you prepare to reopen in the wake of the COVID-19 pandemic. The tips shared here are based on the best available information as of publication and are not intended as legal, employment/human resources, or health and safety advice. Museums are encouraged to seek legal and other expert advice on their specific circumstances.

For the latest research on the survivability of infectious COVID-19 virus on museum-specific materials and surfaces, visit the [Reopening Archives, Libraries, and Museums \(REALM\) project](#).

The frequency of cleaning and specifications of the various areas referenced below will vary by museum, and we advise customizing this checklist to fit your specific needs. This checklist covers common areas in most museums and does not cover cleaning of individual objects or collections storage areas in detail, as these require extensive specialized training.

Note: the Environmental Protection Agency (EPA) has a list of [disinfectants for use against COVID-19](#), and the Centers for Disease Control (CDC) has detailed [recommended hygiene protocols](#) every museum should follow.

» Public Areas

- ┌ Wipe down front desk areas—including computers, point of sale machines (if not contactless), and counters—after each interaction.
- ┌ Wipe down common-use (or museum-supplied) wheelchairs, strollers, and walkers after each use.
- ┌ Clean and disinfect high-touch areas at least once every three hours.
 - ┌ doors
 - ┌ handles
 - ┌ counters
 - ┌ light switches
 - ┌ interactives



- ┌ Clean passageways, floors, doorways, and other exit routes for dirt and dust daily.
- ┌ Clean ceilings and walls of dirt and dust daily.
- ┌ Clean cabinets, racks, and storage facilities of dirt and dust daily. (The National Park Service has a [detailed resource on cleaning exhibition areas](#).)
- ┌ Clean concealed places—including corners, pillars, and under tables—daily.
- ┌ Conduct a thorough cleaning and disinfect all public areas listed above prior to opening each morning.
- ┌ Clean electrical and mechanical equipment of dirt and dust three times a week.

» Office Areas

- ┌ Clean worktables, chairs, and furniture at least once daily.
- ┌ Wipe down computers, keyboards, and screens at least once daily.
- ┌ Wipe down trash containers at least once daily.

» Hygiene Facilities

- ┌ Replenish liquid disinfectant soap in kitchen areas, breakrooms, and bathrooms multiple times daily (as needed).
- ┌ Check and replenish drying supplies (towels, napkins, and/or hand-driers) multiple times daily (as needed).
- ┌ Replenish toilet paper multiple times daily (as needed).
- ┌ Spot clean toilets and sinks at least three times daily.

- ┌ Thoroughly clean toilets and sinks every morning, once during the day, and with extra care at the end of the day.
- ┌ Dispose of contents of covered trash containers at least once daily (or more often, as needed).
- ┌ Wipe down trash containers at least once daily (or as needed).

» **Collections Storage Areas**

- ┌ Clean worktables, chairs, and furniture at least once daily. (Never try to directly [clean objects](#) unless you are a trained conservator or collections professional.)
- ┌ Wash hands or use hand sanitizer often, at least once per hour.
- ┌ Clean and disinfect high-touch areas—including doors, handles, and light switches—at least once every three hours.
- ┌ Dispose of contents of covered trash containers at least once daily (or more often, as needed).
- ┌ Wipe down trash containers at least once daily (or as needed).

» **Personal Hygiene**

- ┌ Clean/dispose of face masks or coverings after every use.
- ┌ Wash hands after every interaction with another person, or at least once per hour.

Feedback on this resource? Contact content@aam-us.org.

Last updated January 29, 2021