

5 Top tips

for good workplace hygiene and infection control during the COVID-19 pandemic.

Context

As some businesses begin to reopen (potentially from 1st June) during the COVID-19 pandemic they will be faced with new challenges and things to consider around hygiene in the workplace and measures to reduce risk of COVID-19 transmission.

Below is a summary of some key measures that businesses should undertake to reduce the risk of COVID-19 transmission in premises and workplaces as much as possible.

5 Top Tips:

1

Social Distancing.

COVID-19 is a respiratory illness primarily spread by droplets passing between individuals in close proximity. Therefore, government messages to socially distance at 2 metres remains to be key in the fight against COVID-19. Distance markers, time slots/staggering for shop visits and careful management of space is crucial. More examples of how to introduce social distancing in your workplace can be found here

www.gov.uk/guidance/working-safely-during-coronavirus-covid-19



2

Hand Hygiene.

Another transmission route of COVID-19 is by touching surfaces with the virus on and then touching our eyes, nose or mouth. Maintaining excellent hand hygiene is therefore key. Workplaces should have access to soap and water and hand sanitiser for staff and customers. Hand sanitiser may be more practical for customers entering the business and this should be provided, and use encouraged, on entry to and exit from the workplace. All staff should wash their hands vigorously for 20 seconds or use hand sanitiser on entry to and exit of the workplace as well as in between serving customers.



3

Face Coverings/PPE.

Additional PPE beyond what you usually wear in the workplace is not beneficial, but some individuals may wish to wear a face covering and if so should be supported to do so. Wearing a face covering is optional and is not required by law, including in the workplace. It is also important to know that the evidence of the benefit of using a face covering to protect others is weak and the effect is likely to be small, therefore face coverings are not a replacement for the other ways of managing risk, such as social distancing and hand hygiene.



Employers should support their workers in using face coverings safely if they choose to wear one. This means telling workers:

- wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on, and after removing it
- when wearing a face covering, avoid touching your face or face covering, as you could contaminate them with germs from your hands
- change your face covering if it becomes damp or if you've touched it
- continue to wash your hands regularly
- change and wash your face covering daily
- if the material is washable, wash in line with manufacturer's instructions. If it's not washable, dispose of it carefully in your usual waste
- practise social distancing wherever possible

(www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/shops-and-branches)

Guidance around how to wear and make face coverings can be found here: www.gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering/how-to-wear-and-make-a-cloth-face-covering

4

Employee and customer wellness.

Nobody with symptoms of COVID-19 or living in a household with somebody with symptoms (predominantly a new or continuous cough, a high temperature or loss of or a change in your normal sense of smell) should be allowed to work or enter the business. For further rules around staying at home if you are symptomatic please see:

www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection.



5

Cleaning of the workplace.

Frequently clean and disinfect objects and surfaces that are touched within the workplace, using your usual cleaning products. No additional PPE is required other than what you would normally use for cleaning. In instances where a suspected or confirmed case of COVID-19 may have been in the workplace, a more rigorous cleaning procedure should take place using disinfectants with 1,000 parts per million chlorine. Examples of disinfectants include Milton, Chlorclean or Tritan. If anyone with COVID-19 symptoms has passed through the workplace you must clean all possible contact points and surfaces that the individual has touched. The minimum PPE to be worn for cleaning an area where a person with possible or confirmed coronavirus (COVID-19) is disposable gloves and an apron. Hands should be washed with soap and water for 20 seconds after all PPE has been removed in this scenario. For more information please see: www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings

