



## **SAFETY ALERT**

### **Personal Hygiene and Safety**

*We must take care of ourselves, our workplaces, and our community.*

#### **Handwashing**

Wash your hands often with soap and water for at least 20 seconds, especially after you have been in a public place, or after blowing your nose, coughing, sneezing, or touching your face. If soap and water are not available, use a hand sanitizer that contains at least 60 percent alcohol. Spread the sanitizer across all surfaces of your hands and rub them together until they feel dry. After washing your hands, avoid touching your eyes, nose, and mouth.

#### **Coughing/Sneezing Hygiene**

If you are in a secluded setting and do not have on a face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze, or use the inside of your elbow. Immediately throw used tissues in the trash and wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60 percent alcohol.

#### **Door Opening**

Door handles are a high-frequency touchpoint. Propping doors open can increase airflow and eliminate touchpoints, but some doors must remain closed (i.e., exterior doors, fire doors). Please seek advice on whether a door can be propped open or not.

*Strategies to minimize virus and bacteria transmissions when opening doors are:*

#### **Pushing a Door Open**

Use another part of your body (hip, shoulder, or elbow) to open the door without using your hands. If you need to turn a handle, grip it with a paper towel or wipe, or wash/sanitize your hands afterward.

#### **Pulling a Door Open**

Use a paper towel or wipe to grab the handle or wash/sanitize your hands afterward.  
In areas where ventilation is localized (team rooms, offices, trailers), consider keeping doors open to circulate airflow.