Table of Contents

Topics Covered:
• Personal Hygiene
• Personal Processes
• Illness
• Bodily Functions
• Hand Washing
• Restrooms
• Protective Clothing
• Gloves
• Personal Items
What is personal hygiene?

- Poor hygiene can result in contamination of produce.
- Personal hygiene involves skin, hair, clothing, etc.
- Personal hygiene includes adequate clothing, hand washing, hair cover, personal habits, etc.
- Good personal hygiene helps to prevent potential contamination.
Personal Hygiene
What activities can contaminate food?

- The following activities are prohibited in production areas and allowed only in designated break areas:
  - Eating
  - Drinking
  - Smoking
  - Spitting
  - Gum Chewing

- Jewelry can be worn if it is able to be cleaned
Personal Hygiene
How can you protect food when ill?

• Do not work in product areas if you are ill or are showing potential signs of illness.
• You should not work in production areas if you are experiencing symptoms including, but not limited to:
  o Diarrhea
  o Hacking Cough
  o Fever/Sore Throat
  o Infected Sore/Wound
  o Vomiting
Illness
What if you need to sneeze, cough, or blow your nose in a production area?

• These actions could contaminate the produce.
• Never, at any time, use your hands to cover a sneeze or cough if you are in a production area. Wash your hands immediately if this happens.
• Change your shirt immediately if you cough, sneeze, or blow your nose into it.
Bodily Functions
How do you wash your hands?

• Hand washing is a preventive measure to avoid contamination.

• Wash your hands before starting work or putting on gloves. Wash your hands after using the bathroom, taking breaks, touching animals or waste, or when your hands may be contaminated.

• Steps to hand washing include:
  1) Wet hands with clean, running water.
  2) Apply soap once hands are wet.
  3) Lather hand with soap and water by rubbing together.
  4) Scrub hands for at least 20 seconds.
  5) Rinse hands under clean, running water.
  6) Dry hands with paper towel or air dry.
Hand Washing
Restrooms

What are guidelines for restroom use?

• Restrooms must be accessible for workers.
• Restrooms must be cleaned, sanitized, maintained, and stocked.
• Restrooms must contain running, potable water.
• Reusable towels must not be used. Single-use towels, sanitary towel service, or electric hand dryers are the only adequate products.
• Soap must be available. Hand sanitizer is not a substitute for hand washing.
What is protective clothing?

- Protective clothing is to protect the produce as well as the worker.
- Protective clothing covers the exposed areas of the body.
- Protective clothing must be cleaned.
- There should be designated areas for clean clothing and soiled clothing.
- Protective clothing should be removed prior to using the restroom and never placed in personal vehicle or with personal items.
- Protective clothing can also include: gloves, aprons, arm sleeves, beard nets, hairnets, etc.
How do you use gloves?

• Clean and sanitize reusable gloves after every use.
• If using disposable single-use gloves, replace gloves once soiled or torn.
• Gloves must be removed prior to using restrooms, contacting personal items, or after touching waste or trash.
• Wash your hands prior to putting on gloves.
Gloves
What should you do with personal items?

- Never bring personal items into production areas.
- Designated break areas should be labeled if using personal items is permitted.
- These items include, but are not limited to: jewelry that cannot be cleaned, phones, personal computers, keys, etc.
Personal Items