

WASH YOUR HANDS! Do it often, using ideally an antimicrobial handwash or soap. But, if these aren't available, use regular soap and handwash. Wash hands for at least 20 seconds, in the hottest water you can stand. Be fastidious.

Get yourself some anti-microbial hand sanitiser. Whilst it is good practice to use a hand sanitizer gel often anyway, anti-bacterial hand sanitizer does not work on viruses that you may have come into contact with. Anti-microbial sanitiser does, as do high alcohol-based sanitizers.

HAND



Cover your mouth. It's not only polite, but you'll protect others around you if you cough or sneeze. If you don't have a tissue, use your bent elbow.



Avoid touching your face. Easier said than done, but think about it. You're going to pick up all sorts of **viruses** and **pathogens** by touching surfaces such as desktops, door handles and handrails. They get into your body through mucous membranes that can be found in your eyes, nose and mouth. Touching your face is a sure way to spread those nasties.



Sanitise your desk. This includes your computer, phone, mobile, headphones, mouse and any other peripherals you may use. Do this daily if possible.



THE ROLE OF HYGIENE IN A PANDEMIC



Don't shake hands if you can help it. I know, in the workplace, sometimes it's hard to avoid a handshake, but touching others is a great way to spread germs. The World Health Organisation recommends an elbow bump instead, but we prefer a Vulcan salute. Live long and prosper.





Sneeze into tissues and bin them. If the virus you have makes you sneeze, make sure you do it in a tissue, and bin it straight away. Then wash your hands again.





Keep your distance. If someone coughs and sneezes near you, the virus can spread through small liquid droplets. Not only gross, but dangerous. Around a 6-foot distance or more if possible should be enough. If you maintain distance between others, then it's harder to transfer viruses.





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