



BEST PRACTICE GUIDE

Hand Hygiene, Cleaning, Waste Management and Safety in Distribution and Manufacturing Facilities



Distribution and manufacturing facilities, no matter what they make or deliver, have one thing in common; staff using and touching machinery, which creates high transmission risk areas within the workplace.

We now need to consider new health and safety measures, such as social distancing and hand hygiene, for staff and visitors.



A Higher Level of Clean



Tips



- **HAND HYGIENE**

Frequent effective handwashing and the use of hand rubs helps prevent the spread of germs and infections.



- **CLEANING**

Regularly cleaning surfaces keeps them free of microbes and prevents the spread of germs.



- **WASTE MANAGEMENT**

Isolating contaminated waste limits the cross-contamination potential.



- **SAFETY**

Keeping a safe distance from one another keeps staff safe.

BEST PRACTICE

IMPLEMENTING EFFECTIVE PROCEDURES IN ANY MANUFACTURING AND DISTRIBUTION FACILITY

Institutions such as the Centre for Disease Control (CDC) and The World Health Organisation (WHO) provide guidelines to help facilities equip and prepare for a return to full operations. They cover four key areas:



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HAND HYGIENE

With stock on shelves and across floor spaces, hand contact is inevitable. Distribution facilities must account for hand hygiene in the following ways:

- Prior to reopening, audit signage in staff and customer bathrooms. Now is the time to update guidance. ²
- **Install hand hygiene stations at entrances and on all factory floors** to show staff their hygiene concerns are taken seriously. ²



CLEANING

Manufacturing and distribution facilities must take every opportunity to keep every part of a workplace clean. Enhanced cleaning measures should be formulated with the following in mind:

- Stocking disposable wipes, cloths and tissues in easy reach alongside safe disposal methods. ³
- Limiting staffed hours to ensure that all areas of a warehouse and factory can be sanitised thoroughly. ⁴
- When **restocking and shift changes** occur, take the opportunity to **disinfect touchpoints, shelves, display units, doors and stands**. ⁴



WASTE MANAGEMENT

Warehouses **accumulate waste** in the front and back-of-house. All of which must be safely disposed of and with consideration for the following guidance:

- Collected waste, created as a result of cleaning processes, **should be treated as hazardous**. ³
- Thoroughly clean all waste receptacles each time they are emptied to eliminate lingering threats. ³
- **Utilise disposable single-use cloths and mop pads** throughout the facility to minimise contamination risks. ³



SAFETY

Whilst warehouses are not always visible to public eyes, facilities reopening is not the time to **relax social distancing**, but to **maximise** it with measures such as:

- **Placing protection, acrylic panels or barriers, throughout the facility**. ⁴
- Imposing restrictions on numbers at any one time. ⁴
- Issuing staff personal protective equipment and ensure training in proper use and disposal occurs at the same time. ⁴

Tips



Clear communication of your procedures for hand hygiene, cleaning, safety and waste management to building staff and office tenants drives adoption and supports lasting behaviour change, and as a result, **keeps everyone safe**.

1 https://www.who.int/gpsc/clean_hands_protection/en/

2 <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres>

3 <https://eurogip.fr/en/spain-workplace-good-practices-guidance-facing-covid-19/>

4 <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

5 https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/884370/coronavirus-covid-19-safer-transport-guidance-for-operators.pdf

OUR SOLUTION

DELIVERING BEST PRACTICE WITH THE RIGHT PRODUCT SOLUTIONS

The Rubbermaid Commercial Products Range contains a variety of products that can help implement increased standards of hygiene.



**A Higher Level
of Clean**



HAND HYGIENE

Our range includes wall-mounted dispensers and free-standing **hand hygiene stations** deployable throughout a facility. Cross-contamination risks are reduced in manually operated units by integrated antimicrobial touchpoints. With touch-free dispensers, user contact is eliminated completely. Hand hygiene units are complemented by high-capacity sealed refills containing soap or hand rubs that make them a flexible hand hygiene solution for users.



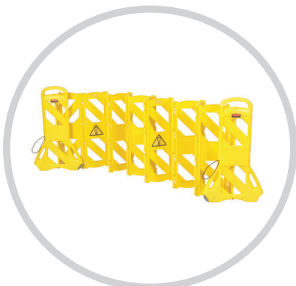
CLEANING

HYGEN™ cloths and mop pads are **ideal for surface cleaning, even where there are restrictions on cleaning products**. Their microfibre composition removes 99.9% of microbes whether they are used with an active SARS-COV-2 grade disinfectant or with a neutral solution. A range of colours minimises cross-contamination risks during a cleaning cycle. Disposable cloths and mops are also available to minimise the risk of cross contamination.



WASTE MANAGEMENT

Our range of waste management products deliver safety by **isolating contaminated waste** within a closed-lid system. Isolating disposed materials from the open-air means germs are prevented from spreading. **Germ transmission is reduced further** through foot pedal operation, rather than hand operation. Each unit's smooth surfaces and sturdy structural design make them easy to clean between uses, removing lingering viral threats.



SAFETY

Our safety barriers are durably designed to withstand constant use in high-traffic areas and are lightweight, making them easy to deploy and stow away. Once in place, these units are **adept at enforcing social distancing requirements at counters, windows and other points of interaction**. Their presence within a space can also help to manage movement in open spaces and highlight impromptu one-way systems.



WASTE
MANAGEMENT



CLEANING



SAFETY



MATERIAL
HANDLING



HAND
HYGIENE



FOOD
SERVICE

**FOR MORE INFORMATION ON OUR ESSENTIAL HYGIENE, CLEANING & REFUSE PRODUCTS
PLEASE CONTACT YOUR RCP SPECIALIST OR OUR CUSTOMER SERVICE TEAM ON 1800 639 355**