

Annex A: Safety Measures Information Guide

The following guidance should be reviewed with Sample Collection Personnel (SCP).

1. Gloves

When wearing gloves, instruct SCP to:

- Perform hand hygiene immediately before using and after removing gloves. It is important that hands are clean and dry before putting gloves on.
- Change the gloves and perform hand hygiene during sample collection should the gloves become damaged or become visibly soiled with blood and/or body fluids following a task.
- Never wear the same pair of gloves for more than a single sample collection. Remove and change your gloves after each sample collection session.
- Carefully remove gloves to prevent hand contamination. Follow the instructions provided in the diagram¹ below and ensure that there is no direct contact with the outside of the gloves:



Additional Reminders:

- **DO NOT** remove one glove, and then pull the other glove off by the fingertips.
- **DO NOT** reuse disposable gloves once they have been removed.
- **DO** change gloves when heavily soiled or if torn.
- **DO** dispose of used gloves appropriately in the provided garbage bag.
- **DO** cleanse hands before putting gloves on, as well as after their removal and disposal.

¹ Reference: <https://www.globus.co.uk/how-to-safely-remove-disposable-gloves>

2. Face Masks

When using disposable face masks, SCP should be informed of the following:

- a. Disposable face masks should only be used once.
- b. Disposable face masks are effective only when used in combination with frequent hand-cleaning with alcohol-based hand rub or soap and water.
- c. Disposable face masks must be removed along with other waste generated from the sample collection session (i.e. SCP must leave with all the sample collection session waste) in a garbage bag.
- d. When using disposable face masks, follow these instructions:
 - i. Before putting on a mask, clean hands with alcohol-based hand rub or soap and water.
 - ii. Cover mouth and nose with mask and make sure there are no gaps between your face and the mask.
 - iii. Avoid touching the mask while using it: if you do, clean your hands with alcohol-based hand rub or soap and water.
 - iv. Replace the mask with a new one as soon as it is damp and do not re-use single-use masks.
 - v. To remove the mask: remove it from behind (do not touch the front of the mask) - discard immediately in a closed bin - clean hands with alcohol-based hand rub or soap and water.

HOW TO WEAR A MEDICAL MASK SAFELY

who.int/epi-win

Do's →



Wash your hands before touching the mask



Inspect the mask for tears or holes



Find the top side, where the metal piece or stiff edge is



Ensure the colored-side faces outwards



Place the metal piece or stiff edge over your nose



Cover your mouth, nose, and chin



Adjust the mask to your face without leaving gaps on the sides



Avoid touching the mask



Remove the mask from behind the ears or head



Keep the mask away from you and surfaces while removing it



Discard the mask immediately after use preferably into a closed bin



Wash your hands after discarding the mask

Don'ts →



Do not Use a ripped or damp mask



Do not wear the mask only over mouth or nose



Do not wear a loose mask



Do not touch the front of the mask



Do not remove the mask to talk to someone or do other things that would require touching the mask



Do not leave your used mask within the reach of others



Do not re-use the mask

Remember that masks alone cannot protect you from COVID-19. Maintain at least 1 metre distance from others and wash your hands frequently and thoroughly, even while wearing a mask.

EPI·WIN



3. Hand Washing

Instruct SCP to:

- Clean their hands by rubbing them with an alcohol-based formulation, as the preferred mean for routine hygienic hand antisepsis, if hands are not visibly soiled. It is faster, more effective, and better tolerated by hands than washing with soap and water. This should take 20-30 seconds and is referred to as the “**hand rub technique**”.
- Wash their hands with soap and water when their hands are visibly dirty, or when visibly soiled by body fluids, or after using the toilet. This should take 40-60 seconds and is referred to as the “**hand wash technique**”.

HOW TO HANDRUB?



HOW TO HANDWASH?

