



## PANDEMIC: REOPENING SAFETY PLAN

### APPENDIX A

#### Hand Washing & Sanitizing

Hand hygiene is the most important way to prevent you and others from getting sick due to an infection or virus. Hand hygiene refers to the cleaning of your hands by either washing them or applying alcohol-based hand sanitizer. Consistently practicing good hand hygiene is essential to reduce the spread of infection in your home, in daycares, in schools, at workplaces, and in public places.

#### It is very important to wash your hands:

- Before and after each start of the work day or shift;
- Before and after each break or lunch period;
- Before and after going to the washroom;
- Before, during, and after preparing food;
- Before eating, smoking or taking a drink at any time;
- After blowing your nose, coughing, or sneezing;
- After cleaning, mechanical repairs, handling venue hardware, or physical work of any sort in workshops, backstage, operations, handling mail, parcel deliveries, etc.;
- After handling garbage, recycle or compost; and
- Avoid touching your mouth, nose, eyes or face until having first washed your hands

If you have soap and running water available, you can wash your hands to reduce the spread of germs. However, if soap and water are not available, you can use an alcohol-based hand sanitizer that contains at least 70% alcohol.

#### How to wash your hands with soap and water:

- Wet your hands under warm, running water;
- Apply soap in a generous amount;
- Lather and rub hands for 15 - 20 seconds (hint: if you don't have a timer, sing happy birthday twice!);
- Rub over the back of your hands and between the fingers;
- Rinse your hands;
- Towel dry your hands; and
- Turn the taps off with a towel or your arm/sleeve

#### How to clean your hands with a hand sanitizer:

- Place a quarter-size drop of alcohol-based hand sanitizer in your palm;
- Rub your hands together, palm to palm;
- Rub the back of each hand with palm and fingers of the other hand;
- Rub around each thumb;
- Rub the fingertips of each hand, back and forth in the other hand; and
- Rub until your hands are dry (15 - 20 seconds)

Posters:      Hand Washing  
                  Hand Sanitizing

Reference:    Ottawa Public Health, Stop the Spread of Germs



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## POST PANDEMIC SAFETY PLAN

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### Ottawa's health is in **your hands**

Proper **hand washing** helps prevent the spread of germs!

### La santé d'Ottawa est entre **vos mains**

Bien se **laver les mains** aide à prévenir la propagation des germes!

- 1** Wet hands  
Mouillez-vous les mains
- 2** Use liquid soap  
Utilisez du savon liquide
- 3** Lather and rub for at least 15 seconds  
Savonnez et frottez pendant au moins 15 secondes
- 4** Rinse hands  
Rincez-vous les mains
- 5** Towel or air dry hands  
Séchez vos mains avec une serviette ou un séchoir
- 6** Turn off taps with towel or your sleeve  
Fermez le robinet avec une serviette ou votre manche

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### Ottawa's health is in **your hands**

Proper **hand sanitizing** helps prevent the spread of germs!

### La santé d'Ottawa est entre **vos mains**

Bien se **désinfecter les mains** aide à prévenir la propagation des germes!

- 1** Place a quarter-size drop of alcohol-based hand sanitizer in your palm  
Versez du gel désinfectant à base d'alcool dans votre paume, de la grosseur d'un vingt-cinq sous
- 2** Rub hands together; palm to palm  
Frottez vos mains, paume contre paume
- 3** Rub back of each hand with palm and fingers of the other hand  
Frottez le dos de chaque main avec la paume et les doigts de l'autre
- 4** Rub around each thumb  
Frottez autour de chaque pouce
- 5** Rub fingertips of each hand back and forth in the other hand  
Frottez le bout des doigts de chaque main dans la paume de l'autre
- 6** Rub until your hands are dry (at least 15 seconds)  
Frottez jusqu'à ce que vos mains soient sèches (au moins 15 secondes)

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INSTRUCTOR: \_\_\_\_\_ TRAINEE: \_\_\_\_\_  
DATE: \_\_\_\_\_ Please print your names.