

Scientific evidence has confirmed that that COVID-19 is spread by droplets.

When an infected person coughs, sneezes or talks, they may generate droplets containing the virus. Droplets do not stay in the air for long, they quickly settle on surrounding surfaces.



Washing hands kills the virus by bursting its protective bubble.

Increased hygiene is especially important for people who have existing health conditions:
i.e. diabetes, renal failure, chronic lung disease or compromised immune systems.

Personal Hygiene

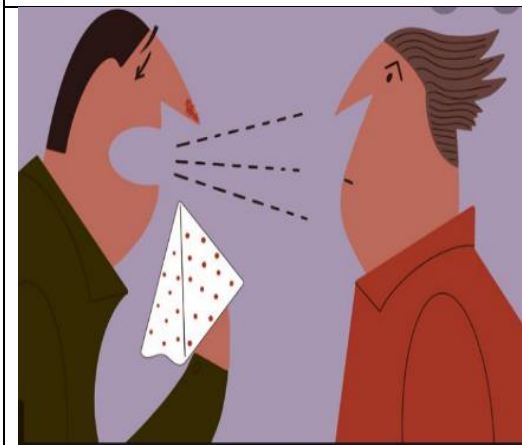
- Cover coughs and sneezes with disposable tissues OR cough/sneeze into your elbow.
- Dispose of used tissues in a bin OR place in a bag you can dispose of later.
- Reduce face-to-face contact - keep 2 metres away from other people, where possible.

Wash hands often

- Wash hands for at least 20 seconds with soap OR use a hand sanitiser.
- Scrub all surfaces of the hands – front and back, between fingers and under nails.
- Dry thoroughly (disposable towels, hand drier or a clean cloth).

Wash hands often:

- Before eating or handling food.
- After using the toilet.
- After coughing, sneezing, blowing your nose or wiping children's noses.
- After touching public surfaces.



Close Contact

Some teams require close contact – such as second-persons in locomotive cabs, or a crew travelling in Hi-Rail Vehicles.

- Keep a fresh air flow through the area (open windows in cabs / vehicles).
- Reduce number of people travelling together, e.g. two people in a Hi-Rail vehicle (one in front and back).
- Clean surfaces regularly (before and after use).
- Wear a mask or gloves to to reduce cross-contamination.

Do not come to work if you are unwell.

DISPLAY THIS GUIDE ON NOTICEBOARDS

lamine and place in all road and rail vehicles and fork hoists



Cleaning

- Wipe down surfaces, buttons and handles regularly (before and after use).
- If a surface looks visibly dirty – clean it first.
- If a surface is frequently touched by others – clean it, **surfaces need 10 seconds of soaking time with the sanitiser.**
- For phones, radios and more delicate surfaces, soak a disposable towel or cloth and wipe surfaces thoroughly.
- Use clean cloths or disposable towels to wipe surfaces.

Kiwirail's cleaning contractors are increasing site visits to provide extra cleaning and ensure essential products are available.



Rail Vehicle Packs

Some sites have purchased products for each vehicle or cab (and created packs to stay in each vehicle).

Packs contain:

- Antiviral sanitiser decanted into a spray bottle.
- Cleaning cloths.
- Disposable gloves.

Stay Safe:

- Don't mix cleaning products together - you could create a dangerous chemical reaction.
- Label any bottles you decant products into.
- Store cleaners and disinfectants safely.

Most effective antiviral sanitiser products contain:

- Hypochlorite
- Activated Hydrogen Peroxide (0.5%)
- Standard Bleach (0.1-0.2%)
- Alcohol i.e. ethanol or isopropyl
- Methylated spirits.



Wearing a Mask

- Cup mask in palm of one hand, place over your mouth and nose.
- Set the mask over the bridge of your nose and mouth.
- Bottom of the mask should sit just under your chin.
- Only touch outside and edges of the mask (keep it clean).
- Pull the bottom and top straps over your head.
- Secure bottom strap just under your ears.
- Set the top strap just above your ears.



Removing Mask - Without touching the front of the mask:

- Pull the bottom strap over the top of your head, let it hang down.
- Pull top strap over your head.

A clean/dry mask can be reused:

Store in a sealed plastic bag.

Re-wear a mask if it stays clean and dry and fit remains tight.