

COVID-19, Hygiene Guidelines for Operating Staff

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 are too large to stay in the air for long, so they quickly settle on surrounding surfaces.



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 dry thoroughly 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 clean cloth)



Close Contact

Physical distancing of 2-metres or more is recommended. Where this cannot be maintained (such as second-persons in locomotive cabs, or a crew travelling in Hi-Rail Vehicles):

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



Cleaning

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

Stay safe

- Label bottles you decant disinfectant into
- Don't mix disinfectants together – you could create a dangerous chemical reaction