

Standard Operating Procedure (SOP)

Hand Hygiene Before and After Cleaning Tasks

This SOP details the critical practice of **hand hygiene before and after cleaning tasks**, emphasizing the importance of thorough handwashing to prevent the spread of contaminants and infections. It outlines proper handwashing techniques, the use of appropriate cleansing agents, timing for hand hygiene, and the role of hand hygiene in maintaining a safe and sanitary environment during cleaning operations.

1. Purpose

To ensure proper hand hygiene is maintained before and after performing cleaning tasks, reducing the risk of cross-contamination and infection transmission.

2. Scope

This SOP applies to all individuals involved in cleaning operations, including but not limited to janitorial staff, maintenance personnel, and any staff assigned to cleaning duties.

3. Responsibilities

- All cleaning staff must follow this SOP before and after cleaning tasks.
- Supervisors must ensure compliance and provide training as necessary.

4. Materials and Equipment

- Soap (antibacterial recommended)
- Running water
- Alcohol-based hand sanitizer (at least 60% alcohol), when soap and water are not available
- Paper towels or air dryer

5. Procedure

1. When to Perform Hand Hygiene:

- Before starting any cleaning task
- After completing any cleaning task
- After removing gloves
- After contact with possibly contaminated surfaces or materials

2. Handwashing Steps:

1. Wet hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. Lather hands by rubbing them together with the soap. Lather the backs of hands, between fingers, and under nails