

# Employees Must Wash Hands

## HOW



**Wet**

warm water



**Wash**

20 seconds  
Use soap



**Rinse**



**Dry**

Use single-service  
paper towels



**Gloves**

## WHEN

Wash your hands before you prepare food or as often as needed.

### Wash after you:

- use the toilet
- touch uncooked meat, poultry, fish, eggs or other potentially hazardous foods
- interrupt working with food (such as answering the phone, opening a door or drawer)
- eat, smoke or chew gum
- touch soiled plates, utensils or equipment
- take out trash
- touch your nose, mouth, or any part of your body
- sneeze or cough

### Do not touch ready-to-eat foods with your bare hands.

- Use gloves, tongs, deli tissue or other serving utensils.
- Remove all jewelry, nail polish or false nails unless you wear gloves.

### Wear gloves

- when you have a cut or sore on your hand
- when you can't remove your jewelry

### If you wear gloves

- wash your hands before you put on new gloves

### Change them

- as often as you wash your hands
- when they are torn or soiled