

Safe at Work: COVID-19 Toolkit for Manufacturers



We're here to help.

As manufacturers, your business and your people are under immense pressure throughout the COVID-19 pandemic. As producers of essential goods respond to the need to maintain critical supply chains, protecting the health of plant workers has never been more important. Supporting employees and practising proper hygiene in the workspace is imperative in keeping everyone safe while working on the frontlines.

As the leading global professional hygiene brand, we're here to help. We've developed this toolkit with our recommendations on how to adopt best practices by making hand hygiene and cleaning a renewed focus in your manufacturing plant. We hope you find this useful and that this expert knowledge helps you feel safe and reassured, both through the immediate crisis and beyond.

Thank you for your efforts on the frontline of this crisis, and we hope you and your colleagues stay safe throughout these challenging times.

Your sincerely,

Jenny Turner

Marketing Director – Manufacturing
Essity Professional Hygiene



COVID-19

Infectious diseases like COVID-19 spread from person-to-person through small droplets expelled when an infected person coughs or exhales. An individual may also get infected when they touch a surface where droplets have landed and then touch their mouth, nose or eyes.

Manufacturing facilities have a number of opportunities to help protect their employees from being infected with the virus that causes COVID-19. Following proper hand hygiene protocols; more frequent updated cleaning and disinfecting procedures focused on virus abatement; and implementing operational measures in your facility are paramount during the ongoing pandemic.



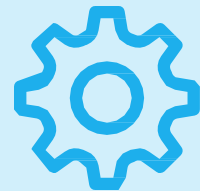
How can COVID-19 spread in your manufacturing facility?



**Through the air
by coughing and
sneezing**



**Close personal contact,
such as touching or
shaking hands**



**Touching an object or
surface with the virus on
it, then touching your
mouth, nose or eyes**

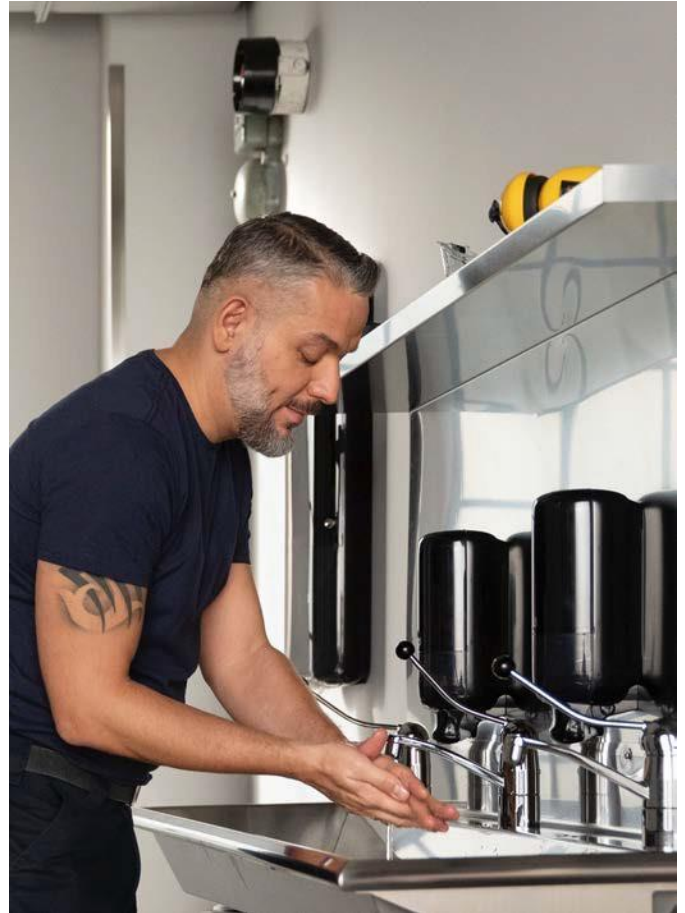
Hand hygiene

As your manufacturing site continues operating amid COVID-19, it's important to place an increased focus on frequent and proper handwashing and hand sanitising to protect your employees. You can improve adherence to regular handwashing by strategically placing posters around your manufacturing facility. Plant workers should wash their hands:

- At the start and the end of their shifts and breaks
- After using the washroom
- When moving from one zone to another
- After disposing of waste
- After eating or drinking
- After removing protective gloves
- Sneezing, coughing or using a tissue

You should only use hand sanitiser during the pandemic if soap and water are not available for handwashing. Since hands may become dry from more frequent handwashing, consider adding lotion to wash stations throughout your site.

Ensure hand hygiene supplies are readily available to all plant personnel in the appropriate locations. Below are some resources to reinforce proper hand hygiene techniques within your manufacturing operation.



Resources

Handwashing procedure

Wash your hands with soap, water and paper towels

Handwashing procedure

[Download](#) ↓

Hand rub procedure

Disinfect your hands

Hand rub procedure

[Download](#) ↓

Implementing operational measures

In addition to handwashing and surface cleaning, your manufacturing site should ensure that any employee who has flu-like symptoms stays home and is given time to recover before returning to your manufacturing facility. You should also review standard operating procedures to incorporate physical distancing of at least 6 feet between employees. If physical distancing of 6 feet between employees is challenging to implement, you should consider other measures to protect employees, such as:

1 Stagger shift changes

Stagger shift changeovers to help reduce contact between different teams. Clean all high-frequency touchpoints (see page 4) between shift changes.

2 Add time between shifts

Allow more time between shifts, so fewer employees are in the locker room at the same time.

3 Set up zones and stagger workstations

Set up zones and ensure employees don't cross zones to reduce interaction between fixed groups of employees. Where possible, stagger workstations along the processing line as well.

4 Provide protective gear

Where possible, provide personal protective equipment (PPE) such as face masks, disposable gloves and clean overalls for staff to help prevent the spread of germs.

5 Limit staff

Review all processes and identify key operators required to limit the number of staff in a manufacturing site at any one time.

6 Install portable dispenser

Installing portable dispensing solutions can help promote hand hygiene and surface cleaning throughout your site.



Washroom & Locker Rooms

- Tork washroom products enhance employee hygiene practices, helping prevent cross contamination and reduce sick leave
- High capacity systems reduce the risk of employees finding empty dispensers
- Self presenting hand towels mean you only touch the towel you need
- Cleaning staff can quickly top up Tork systems with stock to last between service intervals securing cover whatever your shift patterns



*Also Available in black

552500 552550	Tork PeakServe® Continuous™ Hand Towel Dispenser Tork PeakServe® Mini Continuous™ Hand Towel Dispenser	Top up with hand towels when it suits you. More flexibility means more time to clean
551000 290068 290067	Tork Matic® Hand Towel Roll Dispenser - with Intuition™ Sensor Tork Matic® Blue Hand Towel Roll Tork Matic® Soft Hand Towel Roll	Long-lasting rolls minimise maintenance costs while maximising service. Extra soft: gentle on the hands with a high quality feel. A large, soft hand towel with a high quality feel that leaves a lasting impression.
560000 420401 420501	Tork Liquid and Spray Skincare Dispenser Oil & Grease Liquid Soap Tork Mild Liquid Soap	Proven Easy to use design by third party certificate - promotes good hand hygiene for all users
561608 520701 520501	Tork Foam Soap Dispenser – with Intuition™ Extra Mild Foam Soap Tork Mild Foam Soap	Certified effortless cleaning and intuitive refilling saves time. Hygienic: Sealed refill with single use pump reduces risk of cross contamination. Mildly fragranced, and with moisturising and lipid replenishing ingredients care for the skin.
682000 472193	Tork SmartOne® Twin Mini Toilet Roll Dispenser Tork SmartOne® Mini Toilet Roll	Both rolls can be used to the end to minimise waste. Quick disintegration and reduced consumption; minimises risk of pipe blockages.

Wiping & Cleaning

- Tork Performance Dispensers paired with purpose-made Tork wipers, support increased productivity
- Dispensers are always in the right place, saving fetch and search time
- Usage of our systems encourage daily maintenance, reducing downtime
- They support 5S principles, helping you shine, standardise and sustain



Common Areas & Canteen

- Ensure high-level of hygiene by providing hand sanitisers at places where extra hygiene is needed
- Tork Xpressnap systems improve hygiene as users touch only the napkin they use



511060	Tork Hygiene Floor stand	The Tork Hygiene Stand helps improve hygiene in offices and other public spaces, encourage visitors and staff to sanitise hands on entering the facility
560000	Tork Liquid and Spray Skincare Dispenser	Proven Easy to use design by third party certificate - promotes good hand hygiene for all users
420103	Tork Alcohol Gel Hand Sanitiser	Effective against a variety of problem organisms - conforms with EN 1500, EN 12791 and EN 14476**
272611	Tork Xpressnap® Tabletop Napkin Dispenser	Made with durable and easy to clean materials that reduce maintenance and labour costs

Get in touch

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