

衛生指引願遵守，預防措施必定有

上下努力齊同心，環境安全又衛生
天天清潔加記錄，人多地點更留神

衛生設備不會缺，你我使用得放心
空氣流通處處是，蟲鼠污垢不再現

機器設備若共用，清潔消毒更注重
廠房貨物善處理，交叉感染可避免

員工探熱並記錄，一有徵狀必上報
消毒服務一站式，顧客員工更舒適

口罩洗手清潔服，人人一定做得到
人多擠迫要避免，足夠空間為首選

衛生知識不可少，養成習慣更重要
員工培訓著重之，持之以恆利將見

衛生標示到處見，同心合力齊抗炎
溝通拉近人與人，員工顧客心連心



Industrial (including premises, industrial buildings, warehouses and logistic centers)

Hong Kong is powered by intellectual capital and the talent of its people. Its free economy, sound legal system, solid infrastructure and hardworking people attribute to the success of Hong Kong's industry. We are committed to providing outstanding, stable, safe and healthy business environments, and to maintaining harmonious employer-employee relations. By uniting and pledging to adhere to the Hygiene Charter, the Industrial sector is committed to Hong Kong and safeguarding the health of the public .

High-risk period

- Develop preventative and contingency measures for tackling infectious disease in line with guidelines from the health authorities and conduct regular assessments.
- Be vigilant about your health and check your body temperature before going to work. Advise your employers promptly when you develop symptoms of communicable disease such as fever, malaise, chills, headache and body ache. In line with the Department of Health directives for employers on health reporting and quarantine measures, employers should provide assistance for employees if they fall ill.
- When necessary, equip the entrances of industrial buildings, warehouses, canteens, factories and public areas with sterilizing facilities, such as floor mats soaked with diluted household bleach (1 part bleach mixed with 99 parts water).
- Review and amend work allocation and procedures for employees and provide protective gear to staff.
- Provide facilities such as foot-pedal trash bins with lids, liquid soap and disposal tissue paper.
- Clean and disinfect installations such as lift buttons, door knobs, door bells, escalators, public phones, time punch card machines, handrails and control panel of the machinery, using diluted household bleach (1 part bleach mixed with 99 parts water).
- Clean and disinfect high traffic facilities such as warehouses, canteens, premises, factories, offices, store rooms, cooling rooms and ventilating systems, using diluted household bleach (1 part bleach mixed with 99 parts water).
- Clean and disinfect all control panels, machinery and transportation tools, using diluted household bleach (1 part bleach mixed with 99 parts water).
- Clean toilets with diluted household bleach (1 part bleach mixed with 99 parts water). Pay special attention to toilet lids, flush handles, door knobs, sinks and faucets. Clean the floor drains once a day and maintain cleaning records.
- Clean and disinfect vehicles with diluted household bleach (1 part bleach mixed with 99 parts water).

- Don a face mask when on duty, especially when in contact with customers. Wear gloves when necessary. Wash your hands immediately after taking them off.
- Maintain good personal hygiene and wash your hands often. For example wash your hands before and after work; after touching eyes, mouth, nose, sneezing, coughing; before meals; after going to toilets and cleaning work.
- If places are contaminated with vomit, clean the affected areas immediately with diluted household bleach (1 part bleach mixed with 49 parts water).
- Host promotional campaigns at open areas or split them into small groups to improve ventilation. Provide participants with face masks and keep their contact information.
- If there are infected employees, working areas and associated places must be thoroughly cleaned and disinfected at once.

Long-term objectives

- Regularly clean, check and maintain all facilities (such as the ventilation system and drainage systems) and conduct pest-control and rat-control measures frequently to ensure a hygienic environment.
- Open up channels of communication with property management team and promote hygienic environment for staff and customers.
- Educate employees on the importance of personal hygiene and other precautionary measures in the prevention of the spread of communicable disease.
- Enhance employees' knowledge about health through education and ongoing training.
- Promote healthy living and good personal hygiene.
- Set up effective channels to facilitate communications between staff and customers.



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