

## Coronavirus (COVID-19)

# Workplace advice

### Tips highlight how staff can prevent spread of infection in the workplace

Basic hygiene measures and advice from Health Protection Scotland on preventing the spread of infection includes:

- routine cleaning and disinfection of frequently touched objects and surfaces such as telephones, keyboards, door handles, desks and tables.
- basic hand washing highlighted as the most effective way of preventing the spread of infection. Hand hygiene promoted by ensuring staff, contractors, service users and visitors have access to hand washing facilities and alcohol-based hand rub, where available.
- crockery and cutlery in shared kitchen areas should be cleaned with warm water and detergent and dried thoroughly.
- ensuring food such as crisps and sandwiches should not be left open for communal sharing unless individually wrapped.

**[www.gov.scot/health-and-social-care](http://www.gov.scot/health-and-social-care)**

**[www.gov.scot/public-safety-and-emergencies](http://www.gov.scot/public-safety-and-emergencies)**

**[www.gov.scot/coronavirus-covid-19](http://www.gov.scot/coronavirus-covid-19)**