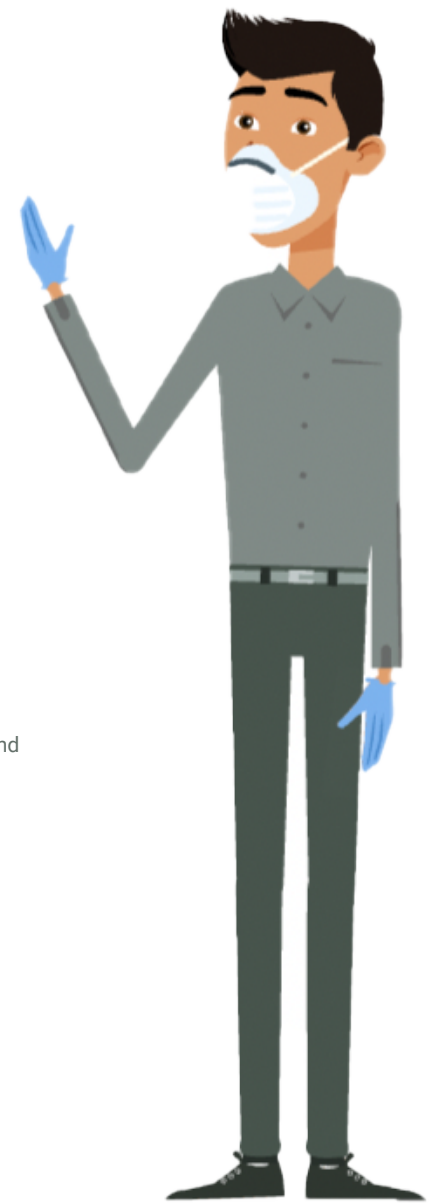


GLOVE USE POLICY FOR THE KITCHEN



APPROVED BY:

DATE EFFECTIVE:

1. SCOPE

The procedure to be followed when using gloves in the kitchen for the purpose of handling raw and ready to eat foods.

2. PROCEDURE

2.1 HANDS MUST BE WASHED AND DRIED THOROUGHLY

- 2.1.1 Before wearing gloves
- 2.1.2 When changing to a new pair of gloves
- 2.1.3 After removing the gloves

2.2 A NEW PAIR OF GLOVES MUST BE WORN

- 2.2.1 When changing tasks
(When moving to a new work station, after handling raw meats, before handling ready-to-eat foods such as sandwiches, after cleaning duties, etc.).
- 2.2.2 After covering mouth during sneezing or coughing, blowing nose, or touching hair.
(Hands must be washed after gloves have been removed).
- 2.2.3 As frequently as possible.
- 2.2.4 A pair of gloves should not be worn for more than 4 hours.
Prolonged use of a single pair of gloves can result in excess perspiration on hands, which provides ideal conditions for bacterial growth on the skin.
Gloves are also more likely to leak or tear if worn for extended periods.
- 2.2.5 Disposable gloves should only be used once.
- 2.2.6 Durable reusable gloves must be washed and sanitised between tasks and stored carefully after removal to prevent contamination.

2.3 GLOVES SHOULD ALWAYS BE WORN BY EMPLOYEES

- 2.3.1 Who have cuts, sores or rashes on hands.
- 2.3.2 Who wear orthopedic support devices on the hands that cannot be adequately cleaned, such as casts and braces.
- 2.3.3 Who wear artificial nails or fingernail polish
(although in terms of personal hygiene, this should never be the case)