

# Employee Hygiene and Hand Washing Self-Inspection Checklist

## Employee Hygiene:

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- All employees in the workplace are in good health \_\_\_\_\_
- Employees change/washroom(s) are clean and well maintained \_\_\_\_\_
- Employees uniforms and shoes are clean and worn only in the workplace \_\_\_\_\_
- Clean aprons, hair restraints, gloves (if worn) are provided and policy is enforced \_\_\_\_\_
- Employees change aprons, hair restraints, gloves if soiled and when moving to new workstation (i.e.) from handling raw food to handling prepared foods \_\_\_\_\_
- Sufficient number of hand washing stations is provided with hot and cold running water, soap, disposable hand towels and "how-to" signage \_\_\_\_\_
- Disposable gloves are provided for employees to protect their hands \_\_\_\_\_



## Hand Washing:

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- Employees are trained to properly wash hands using "how-to" signage \_\_\_\_\_
- Employees wash hands at least every 20 minutes or when changing tasks \_\_\_\_\_
- Employees use a hand sanitizer after washing hands to further reduce hand contamination. Note: *This does not replace proper hand washing* \_\_\_\_\_
- Employees with cuts, open sores and blisters wash hands first - then bandage and cover by wearing a disposable glove \_\_\_\_\_
- Hand washing frequency and effectiveness is monitored and enforced \_\_\_\_\_

Date: \_\_\_\_\_

### Required Action:

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