

# Hygiene Zone Maintenance Guide

This checklist is designed to provide guidance when maintaining a hygiene zone. It is key to verify that the entire hygiene zone is cleaned and maintained, including:

## Footwear:

- Check plant footwear for wear and tear
- Restock shoe covers (if applicable)
- Verify footwear sanitation method
  - Ensure concentration of PPM for footwear sanitation

## Frocks / Smocks:

- Ensure appropriate sizes are in stock
- Verify frocks and smocks are separated by size
- Verify all frocks and smocks are clean and free of wear and tear
- Restock sleeve covers (if applicable)

## Personal Protective Equipment (PPE):

- Make sure all PPE is stocked and check for wear and tear
  - Hearing protection
  - Beard nets
  - Hair nets
  - Safety glasses
  - Masks or face shields

## Handwashing:

- Verify hot and cold water is working
- Ensure soap is stocked
- Validate hygiene solution concentration of automated handwashing station with test strip (if applicable)

## Hand Drying

- Verify hand dryer is operational
- Ensure paper towel is stocked
- Trash bins are empty for used paper towels

# Hygiene Zone Maintenance Log

This log is designed to provide guidance when maintaining a hygiene zone. At the start of the shift and each break, the hygiene zone leader should ensure the space is cleaned and maintained, and initial during that time in the log below:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
First Shift	Start of Shift							
	1st Break							
	Lunch							
	2nd Break							
Second Shift	Start of Shift							
	1st Break							
	Lunch							
	2nd Break							
Third Shift	Start of Shift							
	1st Break							
	Lunch							
	2nd Break							

## Supplies Needed

If supplies are needed, log what is needed in the table below:

Item Needed	Size Needed	Quantity Needed	Ordered?	Expected Arrival Date