



DEPARTMENT OF HEALTH
RESEARCH INSTITUTE FOR TROPICAL MEDICINE

INFECTION PREVENTION AND CONTROL (IPC)

WORKPLACE REMINDERS

PRECAUTIONS DURING MEAL TIME



WASH HANDS

BEFORE EATING,
WASH YOUR HANDS PRIOR TO
TAKING OFF FACE MASK



EAT ONE AT A TIME

ENFORCE STAGGERED
MEAL SCHEDULE
(11:00 AM TO 2:00 PM)



INDIVIDUAL PORTIONS

AVOID SHARING MEALS



AVOID TALKING

LIMIT TALK TIMES
WHILE EATING



NO FACE TO FACE

MINIMIZE ROUND TABLES
AND KEEP DISTANCE



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WORKPLACE REMINDERS
WORKSTATION GUIDELINES



CLOTH FACE COVERING
WEAR CLOTH FACE COVERING
AT ALL TIMES



HAND HYGIENE
RUB HANDS WITH ALCOHOL
IF NOT VISIBLY SOILED



DISINFECT SURFACES
DISINFECT FREQUENTLY
TOUCHED ITEMS



CALL IN SICK IF UNWELL
INFORM YOUR SUPERVISOR,
OFFICE CLINIC, OR NEAREST PHYSICIAN
AND DO NOT REPORT TO WORK