

## How Does the Virus Spread?

The virus spreads very easily through droplets from the nose and mouth of an infected person. You can catch the flu if you come in contact with a contaminated surface or an infected person and you then touch your nose, mouth or eyes. Symptoms develop one to seven days after infection. A person who has the virus is contagious for 24 hours before and up to 7 days after the onset of symptoms. A person can remain infectious until symptoms are gone.



# Colds and Flu

### Hand to Face Contact Plays a Key Role in Disease Transmission:

- Every 60 seconds**, a working adult in an office touches as many as 30 objects
- An adult brings his fingers to his face 18.5 times per hour** (8 to nose, 8 to mouth and 2.5 to eyes)
- 40 to 90 % of the adults with a cold** have the virus on their hands
- 20% of the objects** handled by a person with a cold have virus on them
- Cold and flu** can survive up to **72 hours** on surfaces
- Viruses which cause diarrhea** can survive for **2-4 weeks** on surfaces

### Items suggested to protect yourself against colds and flu:

#### Hand Washing and Sanitizing

Proper handwashing is the best way to reduce the spread of germs. When handwashing is not possible, use a hand sanitizer

#### Facial Tissue

Use a facial tissue to cover your mouth when you cough and to blow your nose. Always wash your hands or use a hand sanitizer after these actions.

#### Disinfecting and Cleaning Wipes

Wipe all frequently touched contact points in your workspace. **DO NOT USE** on your computer screen.

			
<b>Dexterra VERT-2-GO Foam Hand Soap:</b> 13-12367-11 <b>Dispenser:</b> 57-ONX10L05A01	<b>X-Pure VERT-2-GO Hand Sanitizer:</b> <b>Foam:</b> 09-12450-11 <b>Gel:</b> 09-12460-11 <b>Dispenser:</b> 57-ONX10L05A03	<b>Envirologic® Facial Tissue</b> 63-404404	<b>Saber RTU 1 L</b> 09-12410-11

## Preventing the spread of the cold and flu virus in the workplace

**What should I do to protect myself from getting or from possibly spreading the cold or flu virus?**

# 80% of All Common Infections (Colds, Flu, and Diarrhea),

are spread through the environment. Hand to surface contact is the primary source for disease transmission.

**Every time an employee is absent due to illness, it is an expensive disruption to the business.** Approximately one third of unscheduled absences are due to illness. **Here are some easy steps to follow to stay healthy while you are at work:**



**1** Use a hand sanitizer as soon as you enter the building of your workplace. This prevents you from potentially contaminating your workspace. *Using a hand sanitizer in the workplace can reduce absenteeism by 20%.*



**2** As you enter your workspace, wipe and disinfect your frequently touched contact points. This includes your light switch, your computer mouse, your keyboard, your doorknob, your desk, your telephone. *Desks typically have 400 times more germs toilet seats.*



**3** Wash your hands frequently during the day. Hands must be washed after using the washroom, before and after eating or drinking, after coughing or blowing your nose, after handling money and after shaking hands. When washing your hands, think of **WATER**. If you do not have access to soap and water, use a hand sanitizer. *Proper hand washing is the best way to reduce the spread of germs. Drying your hands completely with a paper towel. Drying your hands with a towel after washing can reduce germs by 77%.*

**W**et your hands

**A**dd soap

**T**ime it! (scrub for 20 seconds)

**E**liminate the soap by rinsing your hands in a downward position

**R**eally dry your hands well



**4** Cough and sneeze in a tissue or in the fold of your elbow. Never cough in your hands. If you use a facial tissue dispose of it immediately. Always wash your hands or use a hand sanitizer after you cough or sneeze.



**5** If you use a common kitchen or kitchenette area, make sure you wipe clean the fridge and microwave door handles, the kitchen taps and all other frequently touched surfaces. Never use a sponge to clean your cup, dishes, etc.



**6** Use a hand sanitizer as you exit the building. This will prevent your car or other transportation method from becoming possibly contaminated.



**7** If you experience many flu symptoms, stay home and seek medical care.