**COVID-19 PERSONAL HYGIENE FOR GREENHOUSE WORKERS**

Washing hands:

**This is the #1 most important precaution to prevent spread of virus along with not touching your face.**

* Use soap and warm water
* Count to 20 while rubbing hands thoroughly
* Rinse with warm water
* Dry completely with clean paper towels
* Use a paper towel to turn off the light and to open the door. There is a trash can outside the bathroom.

When to wash hands:

* Before punching in
* Before and after lunch
* If you sneeze, cough or blow your nose and there is no available hand sanitizer
* After using the bathroom
* After going to your car

Hand washing is best, but if not available use hand sanitizer.

To use sanitizer:

* Be sure your hands are free of dirt.
* Put a pea size amount on your hands
* Rub thoroughly until dry

**If you do not feel well STAY HOME! We cannot stress this enough. Keep your fellow workers safe.**

Greenhouse protocol for safe working:

* Limit of 4 people working in the greenhouse at one time.
* Be sure work stations are at least 6’ apart (CDC recommendation).
* **Be mindful when moving around to maintain a safe working distance of 6’.**
* Each person will have their own sharpie and transplant tray/ seed bag
* Every day someone will be assigned the following tasks to be in charge of
	+ Watering (this includes full house and transplant watering)
	+ Tagging
	+ Mixing soil and filling trays
	+ Sanitizing at lunch (before or after??) and end of day
	+ Cleaning the bathroom
	+ Answering the phone

**GREENHOUSE SANITIZING PROTOCOL**

Greenhouse surfaces to sanitize:

* Soil mixer button, table and front of soil dispenser
* Work tables
* Door knobs
* Tag drawers
* Sharpies
* Phone
* Hose wand and on/off valve. Also fertilizer valves. (altho tough bc it is always wet)
* Radio

Bathroom surfaces to sanitize:

* Door knobs
* Light switch
* Toilet flush handle
* Sink faucet handles

How to sanitize surfaces:

* Make sure the surface is free of debris and dirt (wiped down or swept thoroughly). Put away all tags, trays, markers, clip boards, paperwork.
* Spray with diluted chlorine bleach and let dry.