

# Guidance on how to avoid catching or spreading coronavirus (COVID-19)

## Do

- ✓ Wash your hands with soap and water often - do this for at least 20 seconds.
- ✓ Always wash your hands when you get home or into work.
- ✓ Use hand sanitiser gel if soap and water are not available.
- ✓ Cover your mouth and nose with a tissue or your sleeve (not your hands) if you cough or sneeze.
- ✓ Put used tissues in the bin straight away and wash your hands afterwards.
- ✓ Try to avoid close contact with people who are unwell.

## Don't

- ✗ **Do not** touch your eyes, nose or mouth if your hands are not clean.

### For Government advice please visit

[www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public](http://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public)

### For NHS advice please visit

[www.nhs.uk/conditions/coronavirus-covid-19](http://www.nhs.uk/conditions/coronavirus-covid-19)

### For FSB advice and resources for small businesses please visit

[www.fsb.org.uk/coronavirus](http://www.fsb.org.uk/coronavirus)

[fsb.org.uk](http://fsb.org.uk)



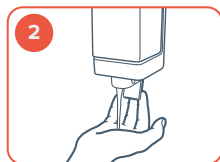
## How to handwash

WITH SOAP AND WATER

Duration of entire procedure  
40-60 seconds



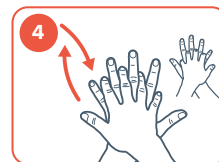
1 Wet hands with water



2 Apply enough soap to cover all hand surfaces



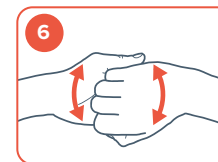
3 Rub hands palm to palm



4 Rub back of each hand with the palm of the other hand with fingers interlaced



5 Rub palm to palm with fingers interlaced



6 Rub with backs of fingers to opposing palms with fingers interlaced



7 Rub each thumb clasped in opposite hand using rotational movement



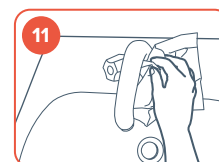
8 Rub tips of fingers in opposite palm in a circular motion



9 Rinse hands with water



10 Dry roughly with a single-use towel



11 Use towel to turn off tap



12 Your hands are now safe

## How to handrub

WITH ALCOHOLIC HANDRUB (containing at least 60% alcohol)

Duration of entire procedure  
20-30 seconds



1 Apply a small amount of the product (about 3ml) into a cupped hand



2 Apply enough to cover all hand surfaces



3 Rub hands palm to palm



4 Rub back of each hand with the palm of the other hand with fingers interlaced



5 Rub palm to palm with fingers interlaced



6 Rub with backs of fingers to opposing palms with fingers interlaced



7 Rub each thumb clasped in opposite hand using rotational movement



8 Rub tips of fingers in opposite palm in a circular motion



9 When dry, your hands are now safe