

SWINE FLU

PROTECT YOURSELF. PROTECT OTHERS.

COVER YOUR COUGH

- To help stop the spread of flu germs, **COVER YOUR MOUTH AND NOSE** with a tissue when you cough or sneeze. Then place the used tissue into the trashcan or a wastepaper basket.
- If no tissue is available, **COUGH OR SNEEZE INTO YOUR UPPER SLEEVE.**

WASH YOUR HANDS

- **WASH YOUR HANDS** frequently throughout the day, especially after coughing or sneezing, touching objects, shaking hands, etc. Wash thoroughly with soap and warm water for **AT LEAST 10 – 20 SECONDS**, making sure to cover all surfaces, including knuckles, between fingers, and under the fingernails. Then rinse completely and dry with paper towel.
- If water is not available, **CLEAN HANDS WITH A HAND SANITIZER.**
- Your health is in your clean hands!

AVOID UNNECESSARY CONTACTS

- If you are not feeling well, **STAY HOME FROM WORK OR SCHOOL** so you don't infect others.
- Try to **AVOID CONTACT WITH SICK PEOPLE.**
- **AVOID TOUCHING EYES, NOSE, AND MOUTH.** Germs spread that way.
- **FOLLOW PUBLIC HEALTH ADVICE** regarding school closures, **AVOIDING CROWDS**, and other social distancing measures.

KEEP IT CLEAN

- Using regular cleaning supplies (e.g., household detergents and disinfectants, bleach, alcohol), **CLEAN SHARED OBJECTS AND WORK AREAS DAILY**, or more often if you think they've been contaminated.
- Your **CLEANING LIST** should include the following items:
 - Phones
 - Computers (screen, keyboard, mouse)
 - Desks and counters
 - Chairs and arm rests
 - Light switches
 - Temperature controls (thermostat)
 - Buttons on photocopier, fax machine
 - Door handles
 - Conference room equipment
 - Toilet flush button



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