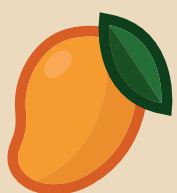


# 2

## Personal Hygiene Practices



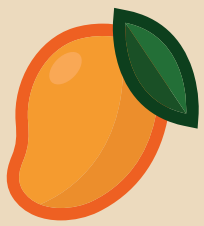
## The Mango Industry Food Safety Training Kit Packinghouse



Producing Safe  
**Mangos**

**Mango**.org





# Personal Hygiene Practices



In this section of the program, we will learn good personal hygiene habits and the personal hygiene rules and procedures that need to be followed on the farm to protect mangos from contamination.

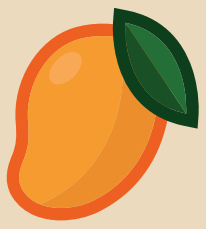
It is important that all employees who work with mangos follow proper personal hygiene procedures.

Good personal hygiene is essential to prevent the introduction and spread of microbes in the mango production environments in which we work.

Note that the harvester shown in this photo is wearing clean clothes and a cap as a hair restraint.

**Notes:** \_\_\_\_\_  
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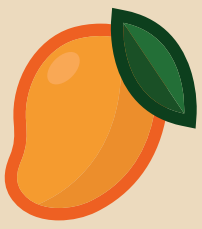




# Personal Hygiene Practices







# What is Personal Hygiene?



The person in this photo shows an example of bad personal hygiene practices. Bad personal hygiene habits at the workplace can affect mango food safety and cause a foodborne outbreak.

Can someone explain to me what personal hygiene is?

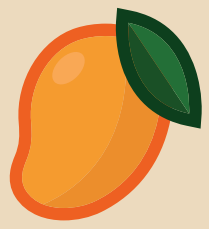
Personal hygiene refers to cleaning habits related to our personal hygiene such as:

- Bathing daily
- Clean hands
- Short clean nails
- Clean clothes

Personal hygiene also can include other factors such as smoking, eating, drinking, coughing, sneezing, spitting, and wearing jewelry and piercings on the job. Personal hygiene further includes employee health and the use of proper footwear.

**Notes:** \_\_\_\_\_  
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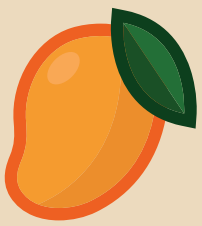




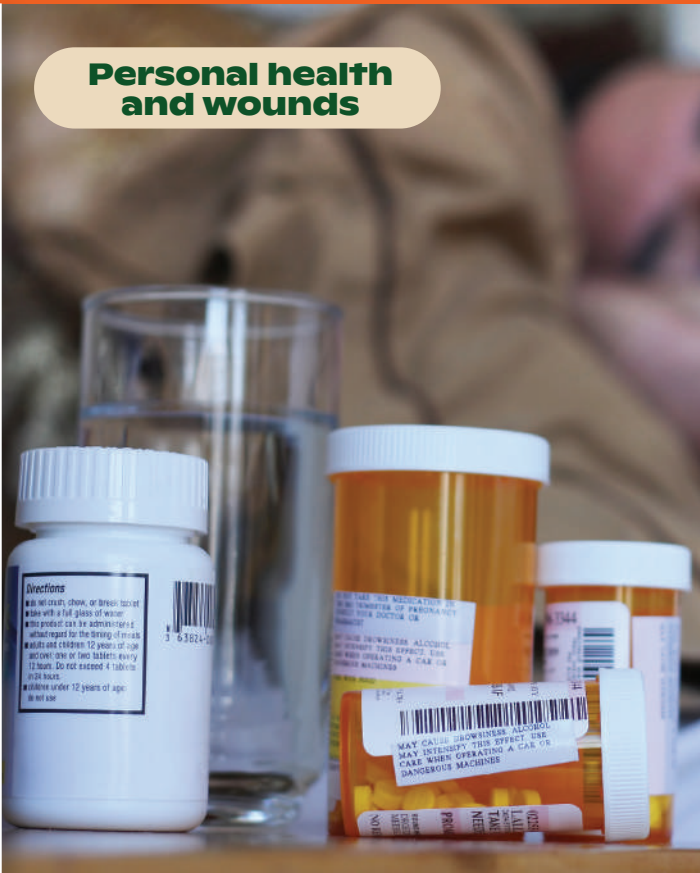
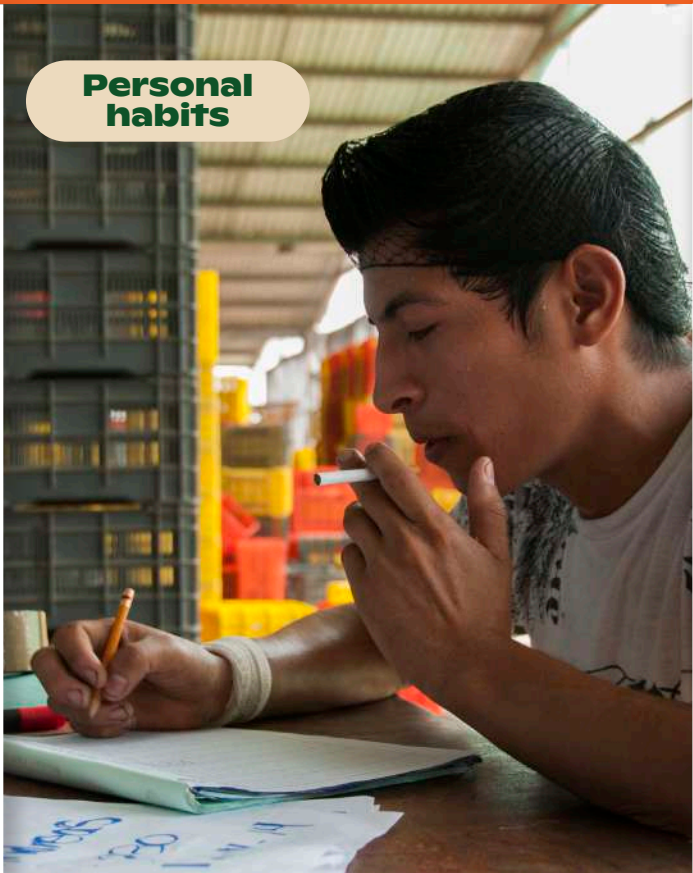
# What is Personal Hygiene?







# The Three Areas of Personal Hygiene



As a packinghouse employee, you must have good personal hygiene practices to reduce the risk of mango contamination.

We will divide personal hygiene into three areas:

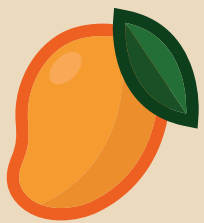
- 1. Clothing.** This area includes clothing, hair restraints, footwear, and, in some specific cases, gloves.
- 2. Personal habits.** These are the things we do daily such as eating, drinking, smoking, and using the restroom.
- 3. Personal health and wounds.** This area includes our day to day health and any wounds we may have.

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



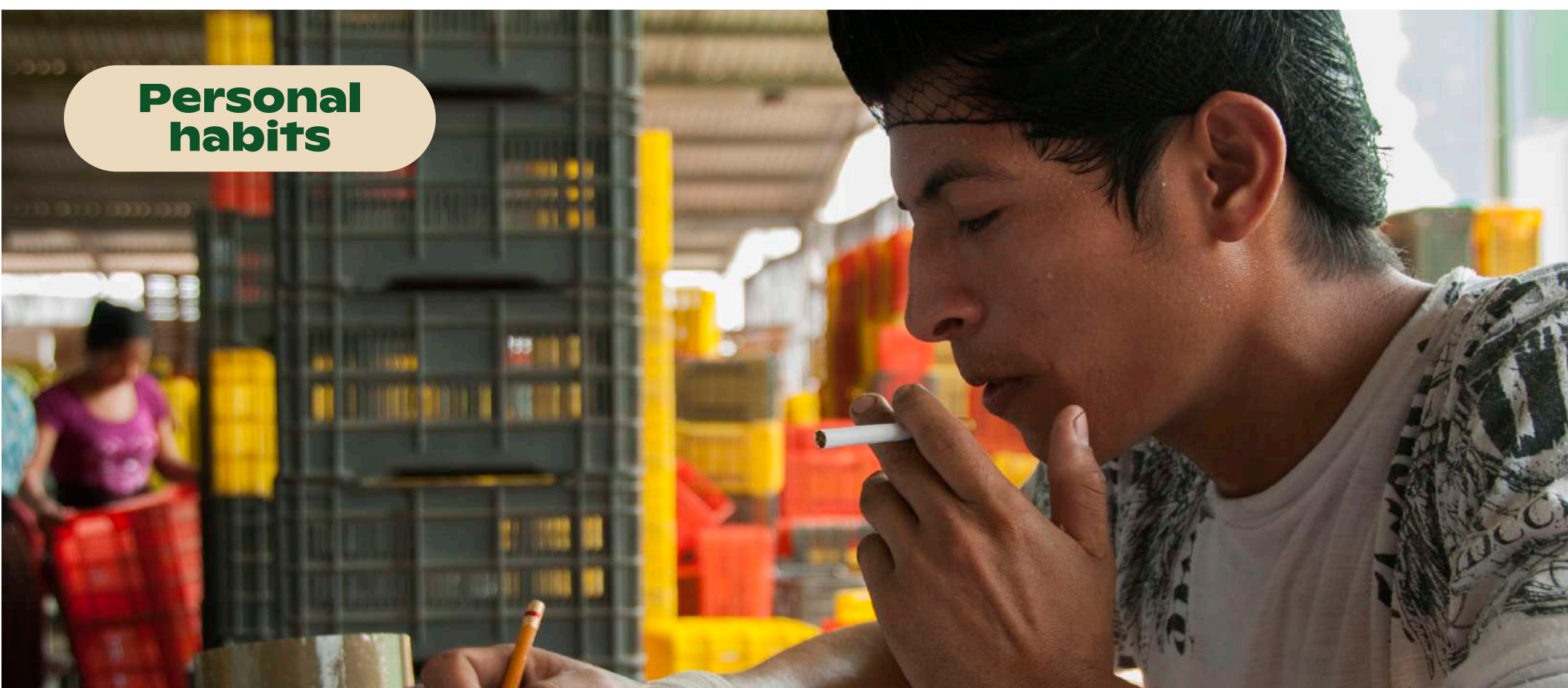


# The Three Areas of Personal Hygiene

## Clothing



## Personal habits



## Personal health and wounds







# Clothing: Clean Clothes



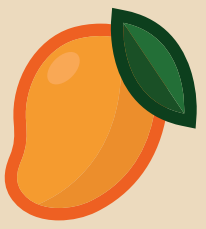
Wear clean clothes to work, You are prohibited from working at the packinghouse with dirty, ragged, or torn clothes. Dirty clothes could house disease-causing microbes and contaminate the mangos. Your work clothes don't need to be new; they just have to be reasonably clean. The people seen in the photograph have good personal hygiene practices, since they are wearing clean clothes, aprons, and hair restraints.

DO NOT wear sleeveless shirts, shorts, open-toed shoes, or sandals.

Always wear protective clothing adequate for your specific job requirements. If you are in charge of applying chemical products, always remember to wear ALL of your protective clothing. Protecting yourself is protecting your family.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





# Clothing: Clean Clothes







# Clothing: Aprons



Some companies have policies that require employees to wear protective clothing such as uniforms, aprons, or gowns.

This type of protective clothing is used to protect mangos from contamination, not to protect you from the mangos.

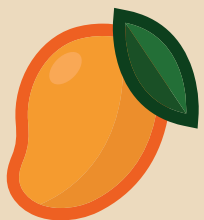
It is important to always wear clean protective clothing. If the apron gets dirty during your shift, you need to change it whenever possible.

Sometimes outer garments or hair restraints are color-coded. Do not go into areas where the color does not match your outerwear.

No matter what kind of clothing you wear, it must always be clean!

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
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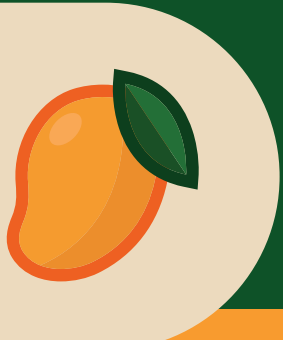




# Clothing: Aprons







# Clothing: Hair Restraints



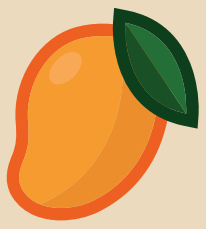
It is important to keep your hair clean and prevent hair from falling on mangos or utensils, since that could contaminate the mangos. Moreover, consumers consider foods containing hair very unpleasant.

You need to use a hair restraint such as a hairnet, mesh cap, hat, scarf, or bandanna to prevent hair from falling into the mangos. The type of hair restraint depends on the packinghouse’s policies. The hair restraint should always be kept clean. In the photo, the employee is using a specific type of hair restraint. What kinds of hair restraints are used in your company?

Use hair restraints adequately and cover all hair and ears. Just like hair, mustaches and beards must be maintained and kept short and clean. Your company may require you to use a beard net. Each packinghouse has its own policy on facial hair, you also may be asked to shave daily.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

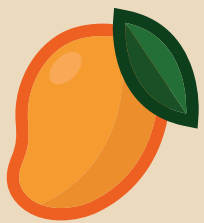




# Clothing: Hair Restraints







# Clothing: Footwear



This photograph shows something that should not be done in the packinghouse. What is wrong in the picture?

*[Let the participants answer.]*

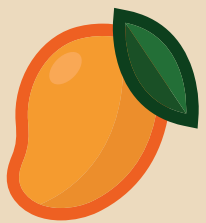
The person in the picture is packing mangos while wearing sandals.

You must wear clean and adequate boots, tennis shoes, or closed-toed shoes, whichever is required for your job. This is important for your safety.

You are not allowed to be barefoot nor wear open-toed shoes or sandals when working at the packinghouse.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

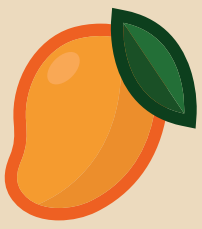




# Clothing: Footwear







# Habits: Personal Cleanliness

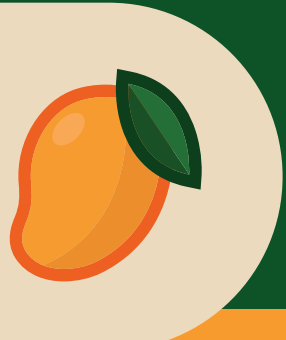


Personal habits are the things that we do daily such as eating, drinking, smoking, and using the restroom. This category also includes the use of personal items such as jewelry, piercings, backpacks, and cell phones, among others.

It is important to have good personal cleanliness to take care of your health and help prevent mango contamination. Remember to bathe daily and show up to work clean. This practice is essential to protect mangos from contamination.

**Notes:** \_\_\_\_\_  
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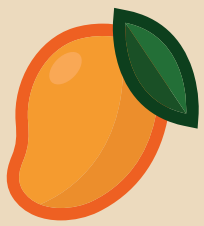




## **Habits: Personal Cleanliness**







# Personal Habits: Eating and Drinking



Whenever we eat or drink, we can contaminate our hands and transfer our saliva from our mouths to our hands and from there to the mangos. Remember that some of us tend to use our hands to put food in our mouths and even lick our fingers as we eat. Saliva is a bodily fluid and contains millions of microbes. You must wash your hands after you eat or drink to prevent microbes from reaching the mangos.

Also, all workers have to eat and drink in the designated areas within the packinghouse. As you can see in the pictures, these areas are far away from product and work equipment, which will help prevent mango contamination.

The designated areas can vary depending on the size and activity of the packinghouse.

In this picture, a group of employees are eating at the packinghouse's designated area.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





# Personal Habits: Eating and Drinking







# Personal Habits: Smoking



*[Instructor's note: There are several packinghouses that do not have a designated area for smoking since they have a no smoking policy. If this is your case, only mention that it is strictly forbidden to smoke on the packinghouse.]*

If you smoke, you can only do so in the designated smoking areas.

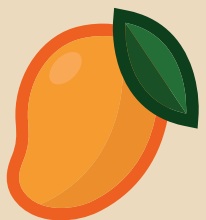
Cigarette butts can become a physical contaminant if they are not disposed of properly. After you are finished smoking, throw away cigarette butts in the designated containers.

Our mouths contain millions of microbes. When you smoke, these microbes can be transferred from your mouth to your hands. If you don't wash your hands after smoking or before returning to work, you can contaminate the mangos you work with.

Remember to wash your hands after smoking!

**Notes:** \_\_\_\_\_  
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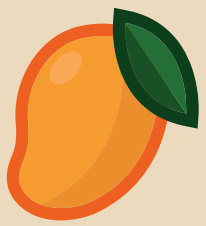




# Personal Habits: Smoking







# Personal Habits: Sneezing and Coughing



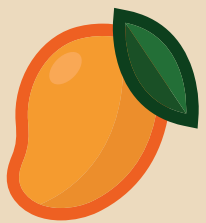
When we cough or sneeze, mangos can become contaminated with saliva.

If you need to sneeze or cough, step away from the area where you are working and move to an area away from any product, cover your mouth, and wash your hands before going back to work. This procedure will help you avoid contaminating the mangos.

Whenever you sneeze, you must not use your clothes as a handkerchief.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





# Personal Habits: Sneezing and Coughing







# Personal Habits: Spitting



Spitting in the work area is unacceptable because it may contaminate the mangos with microbes; saliva could fall onto the mangos and go unnoticed. Saliva is a bodily fluid that must not have contact with mangos. If you need to spit, use a handkerchief or do it far away from the product.

Throw away all the mangos that have been in contact with bodily fluids.

## **ADDITIONAL LEARNING ACTIVITY: DEMONSTRATION**

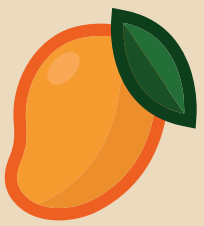
Sometimes people spit in the areas where mangos are produced or packed.

*[Spit inside a glass or a bottle that contains water, coffee, or juice. Make noise while spitting. Offer the contents of the glass or bottle to the participants. Ask them to take a drink.]*

How would you feel if you had to drink from this glass or bottle?

**Notes:** \_\_\_\_\_  
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\_\_\_\_\_

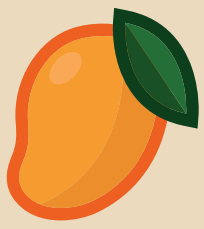




# Personal Habits: Spitting







# Personal Habits: Restrooms and Toilet Paper



Everyone who works in the packinghouse must always use a bathroom or latrine to relieve him or herself; if not, fecal matter could become a source of contamination.

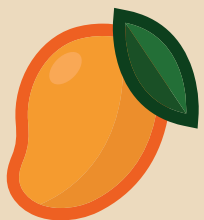
You must ALWAYS use the restrooms or latrine services provided by the packinghouse.

Some farms may have a disciplinary policy or even a zero-tolerance policy for employees who are found urinating or defecating outdoors.

You must also dispose of toilet paper according to the company's policy. Toilet paper must not be thrown on the floor; it should be disposed of in the toilet bowl ideally or a trash can, although this is not recommended. If soiled toilet paper is not eliminated correctly, it can become a source of contamination.

**Notes:** \_\_\_\_\_  
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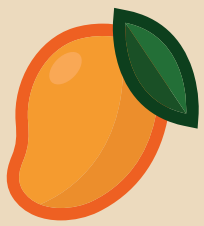




# Personal Habits: Restrooms and Toilet Paper







# Personal Habits: Personal Items



Do not take any personal items to your work area at the packinghouse. These could fall on the mangos and become a source of contamination. These objects, aside from being a potential source of physical contamination, can be dirty and contaminate the mangos with microbes.

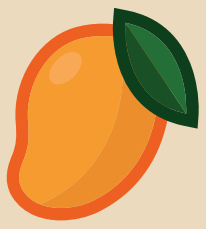
The person in the picture is wearing earphones while working. This is unacceptable.

Personal items are NOT allowed in your work area. Personal items include pencils and pens, backpacks, radios, CD players, earphones, and cell phones, etc.

Before beginning work, store all your personal items in the assigned area or, better yet, leave anything you won't need at home.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





# Personal Habits: Personal Items







# Personal Habits: Jewelry



You are not allowed to wear jewelry, watches, rings, earrings, decorations, necklaces, or chains of any material within the mango packing areas. Jewelry also can become a source of physical contamination.

The person in the photograph is wearing a chain and a bracelet, which is unacceptable in a packinghouse.

Take off all your jewelry before starting work. Put them in your backpack, locker, car or, better yet, do not bring them to work. If possible, leave all your jewelry at home.

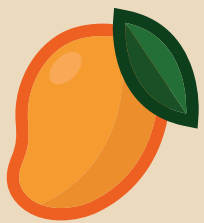
Some companies also prohibit the use of piercings when working with mangos.

**Optional Text:**

Food safety guidelines vary by company, which means that some companies don't allow any jewelry and some do. For example, some farms/packinghouses/warehouses allow workers to wear a plain wedding band with no stones, which must be covered by a glove to prevent it from becoming a source of contamination.

**Notes:** \_\_\_\_\_  
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# Personal Habits: Jewelry







## Personal Habits: Long, Polished, and Fake Nails



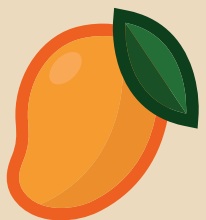
Fake nails, jeweled nails, and nail polish are not allowed in the workplace; these could fall into the mangos and become a source of contamination.

Always keep your nails short and clean. Long nails can harbor microbes, which may contaminate mangos as you handle them.

You may also want to refrain from wearing makeup in the workplace. Review your company's makeup policy.

**Notes:** \_\_\_\_\_  
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## Personal Habits: Long, Polished, and Fake Nails







# Leaving the Work Area



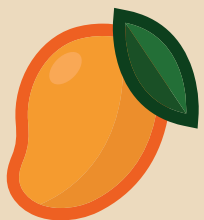
Whenever you leave your work area, whether it's to go to the restroom, eat or for any other reason, you must remove your protective clothing such as aprons, overalls, or lab coats.

Whenever you return to work, remember to put your protective clothing back on and wash your hands before starting work again.

Finally, whenever you leave the production area, do not take shortcuts. Always follow the designated traffic pattern or established routes. Always leave your equipment and protective clothing in the assigned area.

**Notes:** \_\_\_\_\_  
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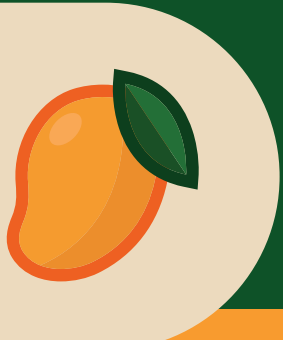




# Leaving the Work Area







# Health and Wounds



Employee health and wounds is the last area of personal hygiene.

Going to work sick can contaminate the mangos since microbes can potentially be transferred to the product.

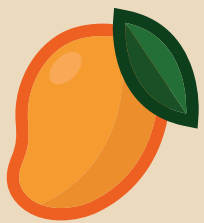
There is history of foodborne illnesses caused by sick employees. Because of this, workers cannot work in the packinghouse if they have certain diseases.

The same applies for cuts and wounds. Employees with cuts or open wounds must follow packinghouse-defined requirements and policies to prevent mango cross- contamination.

Always follow the packinghouse’s specific policies.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

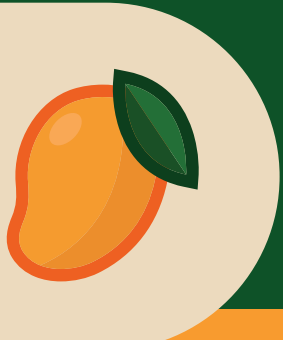




# Health and Wounds







# Health and Wounds: Personal Health



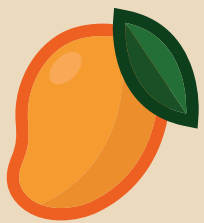
Although appropriate personal hygiene practices can prevent the transmission of harmful microbes to mangos from employees who work with them, there are cases where such practices are not enough. Any employees with the following diseases or symptoms should NOT work with mangos:

- Vomitting
- Diarrhea
- Jaundice (yellow coloring of the skin)
- Sore throat with fever

If you have any of these symptoms, you must inform your supervisor before starting work. Depending on the type of sickness you have and the farm’s policy, your supervisor may change your work activity to one that doesn’t require you to handle mangos or even exclude you from work temporarily until you have recovered.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





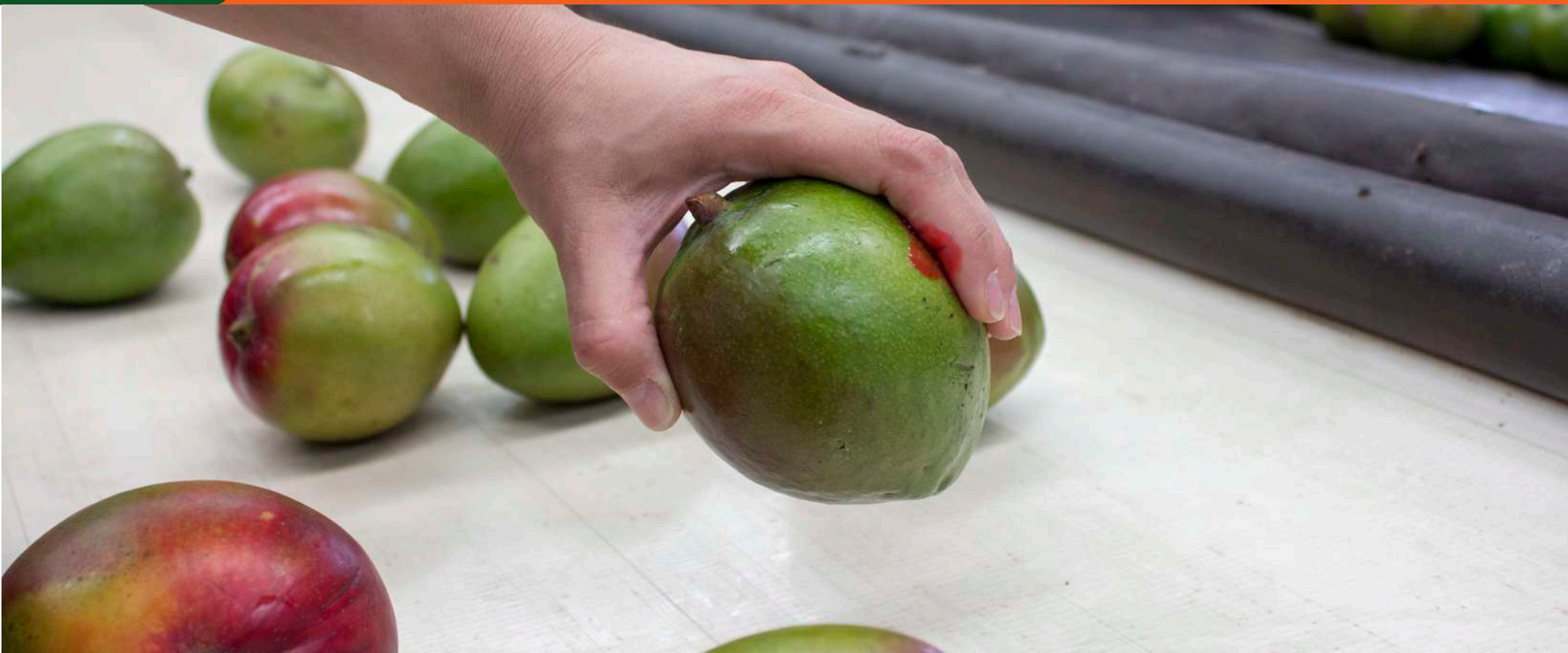
# Health and Wounds: Personal Health







# Health and Wounds: Wounds and Blood



Open wounds, such as cuts and skin injuries, can be a source of contamination for mangos.

If you have a cut or open sore, report it to your supervisor before starting work.

If you cut a hand or a finger as you work, inform your supervisor immediately.

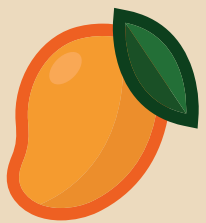
Stop the bleeding. If the bleeding cannot be stopped, and the wound appears serious, seek medical attention.

If the wound is not serious, wash your hands, cover the wound with a Band-Aid, and then, if the wound is on your hand, cover it with a glove.

Remember that any product that comes into contact with blood or any other bodily fluid must be discarded appropriately.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

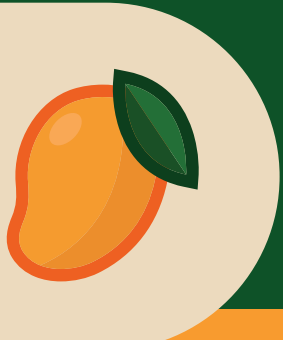




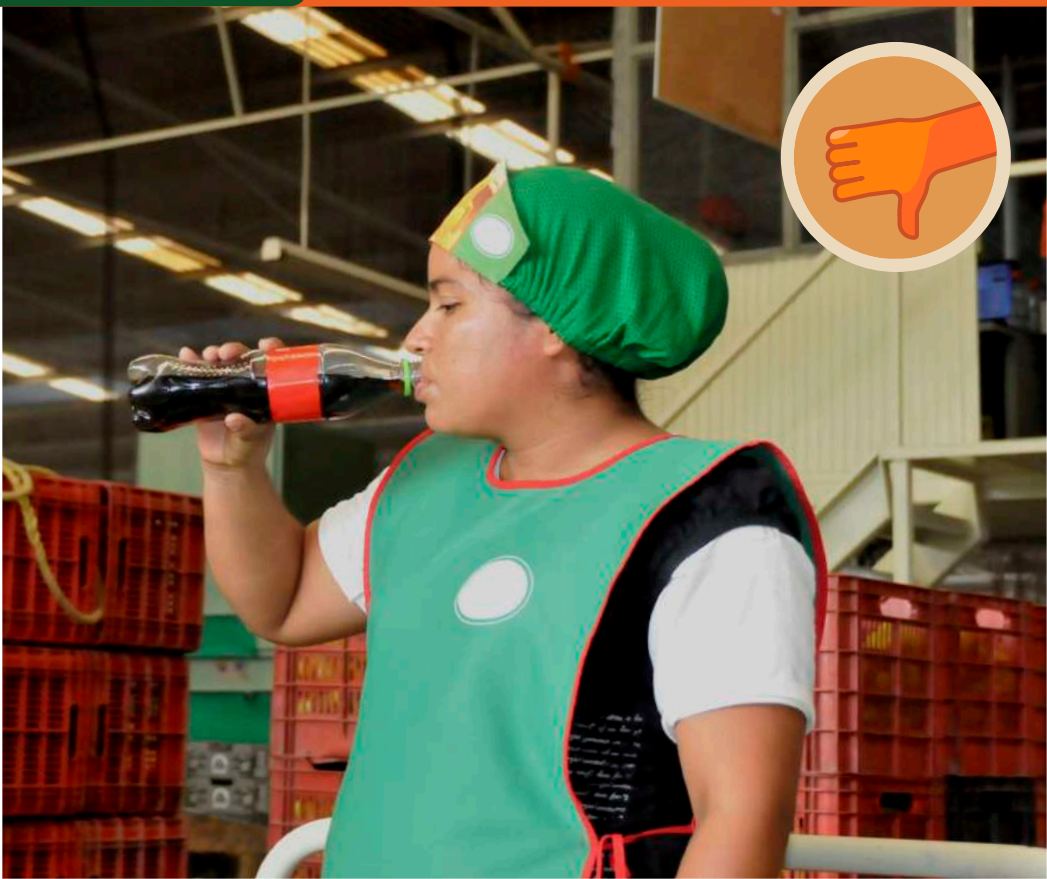
# Health and Wounds: Wounds and Blood







# Activity: Correct – Incorrect



To conclude this section of the training, we will review some examples of situations that we learned today and that could happen in a mango packinghouse.

I'll show a slide with two pictures and ask you what is wrong in the picture on the top of the page.

Then we will see the correct example shown in the photo at the bottom of the page.

[The purpose of this activity is to demonstrate appropriate personal hygiene practices that need to be followed in the mango industry.]

What is wrong in the photograph on the top?

[Answer. The employee is drinking a soda inside the packinghouse.]

In the picture at the bottom of the page, the employee no longer has the soda in her work area. Remember that you should only eat or drink in designated areas.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





# Activity: Correct – Incorrect







# Clothing



What is wrong in the picture on the top?

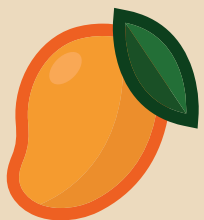
*[Answer: The worker is wearing a sleeveless shirt. He is exposing the mangos to his armpits and sweat.]*

In the picture on the bottom, the employee is wearing a clean shirt with sleeves that prevents any sweat from reaching the mangos.

Would you like to eat something that has been exposed to someone else's armpits or sweat?

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

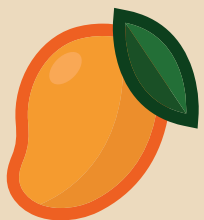




# Clothing







# Protective Clothing



What is wrong in the photograph on the top?

[Answer. The employee is not wearing an apron while working on the mango sorting line.]

In the photograph on the bottom, the employee is wearing her apron. Remember that protective clothing, such as aprons and overalls, is designed to protect the mangos from contamination, not to protect you from the mangos.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

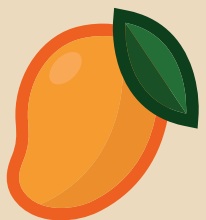




# Protective Clothing







# Eating and Drinking



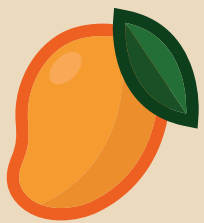
What is wrong in with the photo on the top?

[Answer. The worker is eating a lollipop while working at the mango washing tank. Food, candy, drinks, or snacks are prohibited within the mango production area of the packinghouse.]

In the photo on the bottom, you can see the correct practice. Remember that you can only eat and drink within designated areas, such as the dining room or away from the production area.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

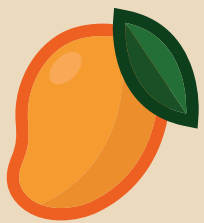




# Eating and Drinking







# Sneezing



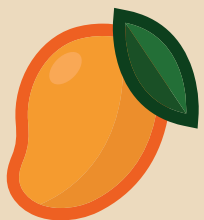
What is happening in this photograph?

*[Answer. The employee is sneezing on top of the mangos, exposing them to saliva. Saliva is a bodily fluid that must not come into contact with the mangos.]*

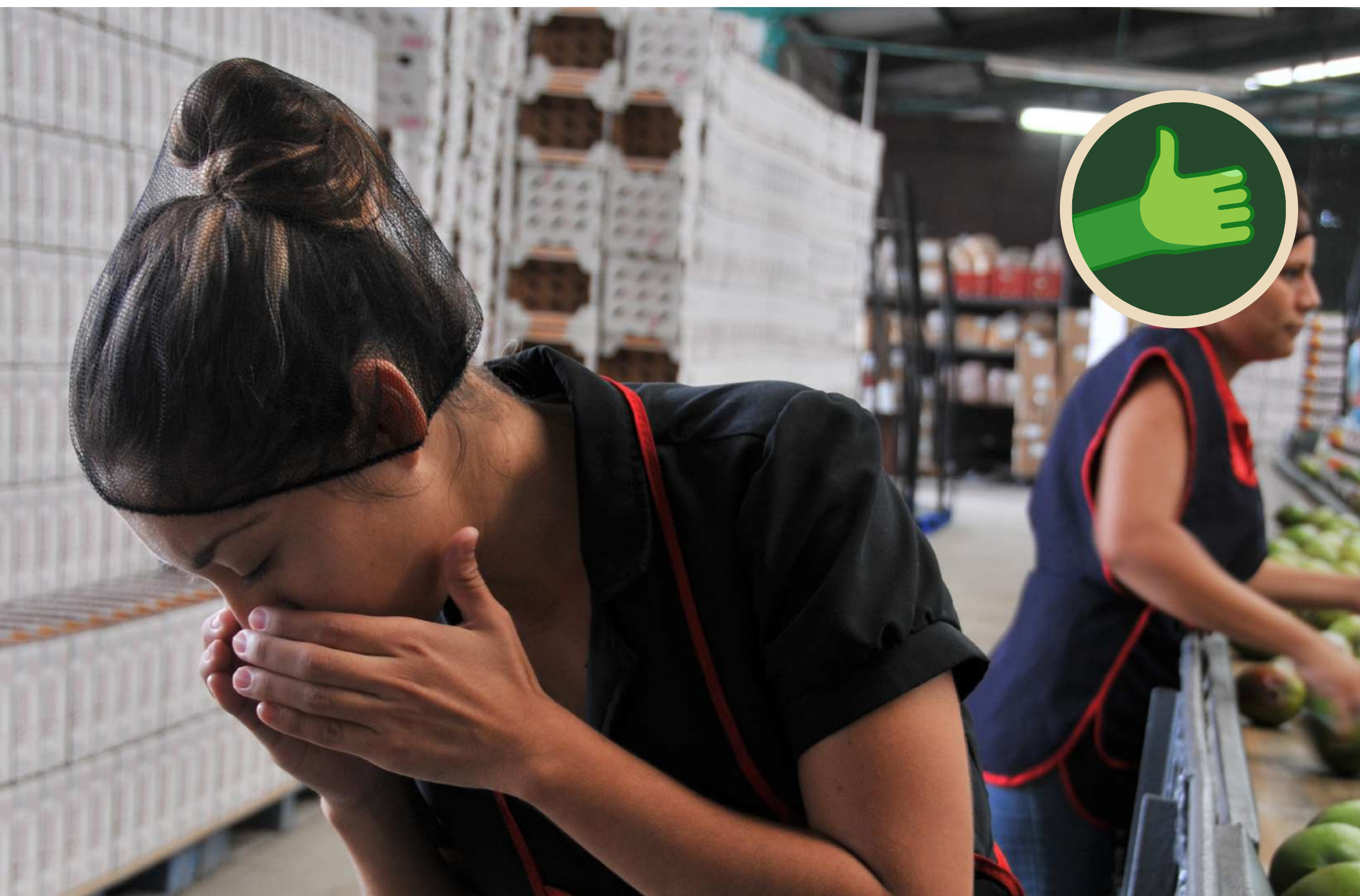
Remember that when you cough or sneeze, you must never use your clothes as a handkerchief, and you must move to an area away from mangos and cover your mouth with your hands. DON'T forget to wash your hands before returning to work.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

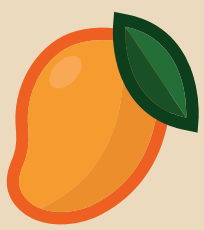




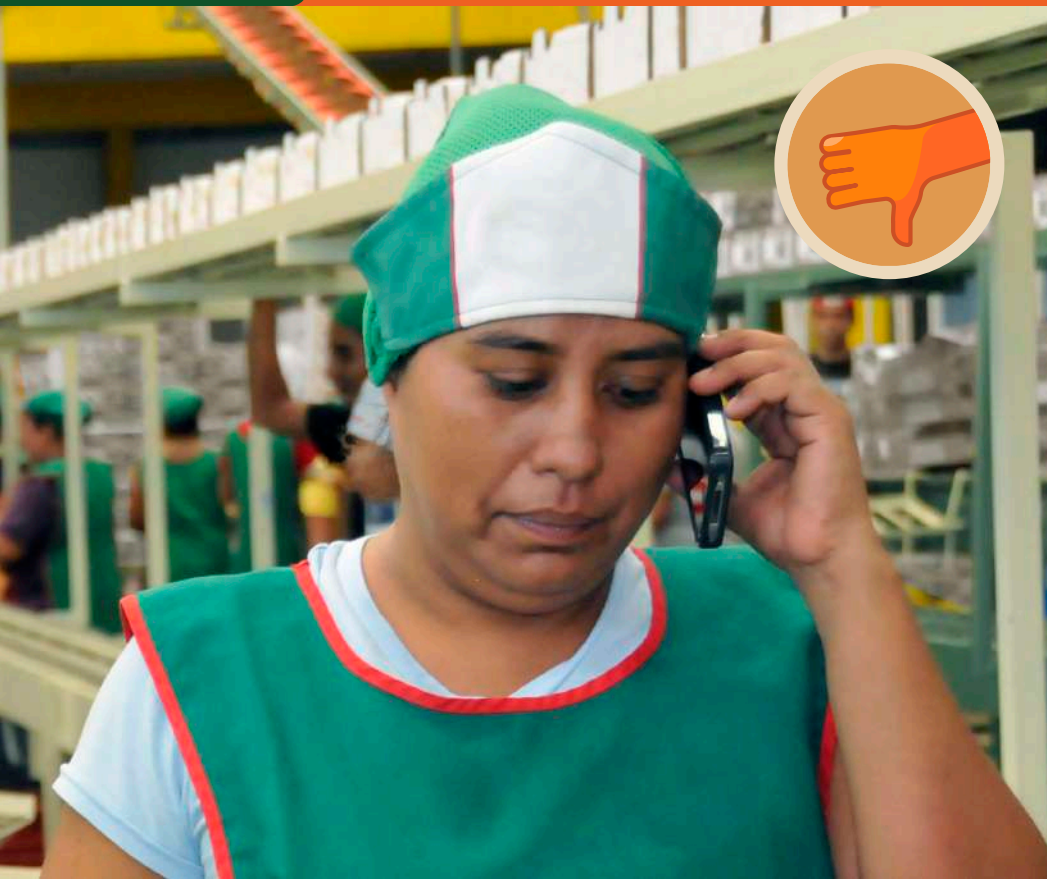
# Sneezing







# Personal Items: Cell Phone



What is wrong in this photograph?

[Answer: The employee is talking on his cell phone within the mango packing area.]

Do not use your cell phone in the mango packing and handling areas. If you must use your phone, exit the area and remember to wash your hands before returning to work.

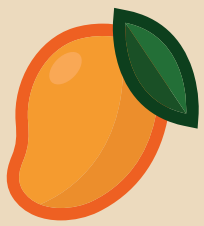
Supervisors are an exception to this rule, since a phone is one of the items they use regularly to perform their job duties.

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

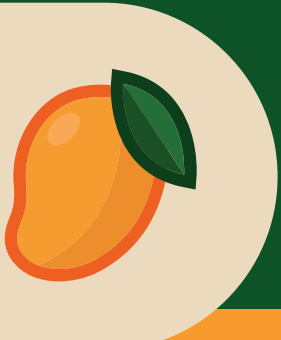




# Personal Items: Cell Phone







# Jewelry



What is the worker doing wrong?

*[Answer. The employee is wearing earrings while she works with mangos.]*

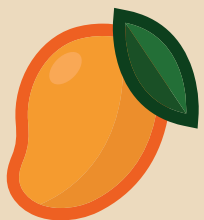
In the photograph on the bottom, the employee is no longer wearing earrings. This is important because the earrings could fall into the mangos and contaminate the product.

## Optional Text:

Food safety guidelines vary by farm, which means that some farms don't allow jewelry and some do. For example, some farms/packinghouses/warehouses allow workers to wear a plain wedding band with no stones, which must be covered by a glove to prevent it from becoming a source of contamination.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





# Jewelry







# Hair Restraints



What is wrong in the photograph on the top?

[Answer: The employee is not wearing her hair restraint correctly.]

In the picture on the bottom, we can see the correct way to wear a hair restraint when working with mangos.

When we work with mangos, we must wear clean clothes and some sort of hair restraint, such as a hairnet, mesh cap, hat, scarf, or bandanna to prevent hair from falling into the mangos.

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





# Hair Restraints







# Restrooms and Latrines



What is wrong in the picture on the top?

[Answer. The employee is entering the restroom without taking off his protective clothing.]

In the picture on the bottom, we can see that the employee took off all protective clothing to enter the restroom.

You must ALWAYS use the restrooms or latrine services provided by the company.

This is the end of our training on personal hygiene. Do you have any questions?

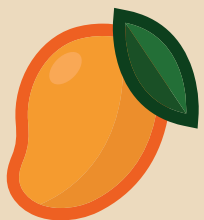
Thank you for your participation and please remember to sign the attendance sheet.

**Notes:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





# Restrooms and Latrines

