



衛生防護中心
Centre for Health Protection

Infection Control Branch

**Health Advice on Prevention of
Ebola Virus Disease (EVD) in Workplace**

Staff and office management should take the following precautionary measures in workplaces to minimise the risk of contracting and spreading Ebola Virus Disease (EVD).

Disease information

2. Please refer to website of Centre for Health Protection for disease information update:

<https://www.chp.gov.hk/en/healthtopics/content/24/34397.html>

Affected areas

3. Please refer to website of Centre for Health Protection for affected areas update:

https://www.chp.gov.hk/files/pdf/evd_affected_area.pdf/

https://www.chp.gov.hk/files/pdf/evd_updated_statistics.pdf

Preventive measures

4. Staff:
 - (a) Maintain good personal hygiene.
 - (i) Perform hand hygiene frequently, especially before touching the mouth, nose or eyes, after touching public installations



such as handrails or door knobs or when hands are contaminated by respiratory secretion after coughing or sneezing. Wash hands with soap and water for at least 20 seconds, then dry with disposable paper towel or hand dryer. If hand washing facilities are not available, or when hands are not visibly soiled, hand hygiene with 70-80% alcohol-based handrub as an effective alternative.

- (ii) Cover mouth and nose with tissue paper when sneezing or coughing. Dispose the soiled tissues into a lidded rubbish bin, and then wash hands thoroughly.
- (iii) If feeling unwell, especially when having respiratory symptoms, wear a surgical mask, refrain from work, avoid going to crowded places and seek medical advice promptly.
- (iv) Build up good body immunity by having a balanced diet, regular exercise, adequate rest, reducing stress, do not smoke and avoid alcohol consumption.
- (v) Avoid unnecessary travel to affected areas. Upon returning from affected area, members of the public should observe the health conditions closely for 21 days. If he/she develops fever or inexplicable bleeding, bloody diarrhoea, bleeding from gums, skin, eyes or blood in the urine etc., please call for ambulance service by dialling “999” and inform the call centre and ambulance staff about the person’s condition and travel history. While waiting for ambulance to arrive, the sick person should be separated from other persons.

5. Office management:

- (a) Maintain good environmental hygiene
 - (i) Regularly clean and disinfect workplace and frequently touched surfaces such as furniture, telephones and commonly shared items with 1:99 diluted household bleach (mixing 1 part of 5.25% bleach with 99 parts of water), leave for 15-30 minutes, then rinse with water and keep dry. For metallic surface, disinfect with 70% alcohol.
 - (ii) Rubbish should be properly wrapped up and discarded into garbage bins with lids. Empty garbage bins at least once a day.
 - (iii) Provide liquid soap and hand dryers/ disposal paper towels in toilets.

- (iv) Keep toilets clean and dry.
- (v) Ensure the flushing system of the toilet and hand dryers are in proper function at all times.
- (vi) Before performing environmental cleaning and disinfection:
 - ☞ Cleansing staff should wear appropriate personal protective equipment (PPE) including surgical mask, rubber gloves, plastic apron and eye protection (goggles/ face shield).
 - ☞ Use strong absorbent disposable towels to wipe away the blood, secretions, vomitus or excreta. Then dispose in a garbage bag carefully without contaminating oneself/ the environment.
 - ☞ Disinfect the surface and the neighbouring area with appropriate disinfectant:
 - If places are contaminated by secretions, vomitus or excreta, disinfect with 1:49 diluted household bleach (mixing 1 part of 5.25% bleach with 49 parts of water), leave for 15-30 minutes, then rinse with water and keep dry. For metallic surface, disinfect with 70% alcohol.
 - If places are contaminated by blood, disinfect with 1:4 diluted household bleach (mixing 1 part of 5.25% bleach with 4 parts of water), leave for 10 minutes, rinse with water and keep dry.
 - ☞ After the procedures, put all the waste in the garbage bag.
 - ☞ Carefully remove PPE and put them in the garbage bag. Then perform hand hygiene.
 - ☞ Seal the garbage bag and dispose it properly in covered rubbish bin.
 - ☞ Perform hand hygiene afterwards.

Environmental cleaning and disinfection if a staff is suspected to have EVD

- 6. Environmental cleaning and disinfection
 - (a) Cleansing staff should wear appropriate personal protective equipment (PPE) including surgical mask, water resistant gown (or use plastic apron over disposable gown if water resistant gown is not available),

double gloves (Inner gloves: latex or nitrile gloves; outer gloves: rubber gloves), eye protection (goggles/ face shield), cap (optional) and gumboots.

- (b) Disinfect all potentially contaminated surfaces or items (for example, elevator control panels, door knobs, room furniture) by 1:49 diluted household bleach (mixing 1 part of 5.25% bleach with 49 parts of water), leave for 15-30 minutes, rinse with water and keep dry.
- (c) If places are contaminated by blood, secretions, vomitus or excreta, enhanced measures should be taken:
 - (i) Use strong absorbent disposable towels to wipe away the blood, secretions, vomitus or excreta then dispose in a garbage bag carefully without contaminating oneself/ the environment.
 - (ii) Disinfect with 1:4 diluted household bleach (mixing 1 part of 5.25% bleach with 4 parts of water), leave for 10 minutes, rinse with water and keep dry.
 - (iii) After the procedure, put all the waste in the garbage bag.
 - (iv) Carefully remove PPE and put them in the garbage bag. Then wash hands with liquid soap and water.
 - (v) Seal the garbage bag and dispose it properly in covered rubbish bin. Then, label the rubbish bin and put it in a safe undisturbed place while pending the status of case ^{##}.
 - (vi) Wash hands with liquid soap and water.

^{##} If EVD is confirmed, CHP will inform the workplace as soon as possible and the waste will be collected by the Food and Environmental Hygiene Department. On the contrary, if EVD is excluded, the wastes can be disposed as usual.

7. For more updated information about EVD, please visit the Centre for Health Protection thematic website at http://www.chp.gov.hk/en/view_content/34199.html

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