

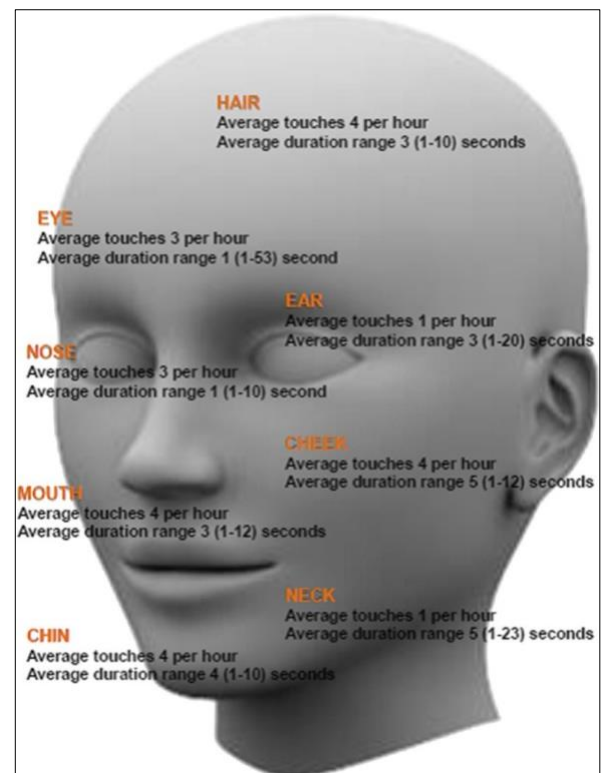
Safety Note

18 March 2020

Hints on how to protect yourself and others from transmission of COVID-19 (coronavirus)

There are some simple things we can all do to reduce the risk of transmitting infection

- Stay at home if you are feeling ill and recover.
- When pushing keypads or buttons (elevators, ATMs, photocopiers etc.) use your knuckle or elbow instead of a fingertip.
- Touch your face less – image below is the average number of times someone touches their face in one hour.
- Expand your usual personal space to at least 1.5m.
- Practicing good hygiene habits:
 - Cough or sneeze into your elbow or into a tissue, then dispose of it properly.
 - Washing your hands properly and often.
- Avoid handshakes with others.
- Avoid sharing mobile phones, such as when showing photos to others.
- Wipe down your phone often (mobile or fixed).
- Avoid sharing pens.
- Wipe down your keyboard often and avoid sharing keyboards if possible (wipe down prior to use).
- Use a paper towel when using door handles, or use your foot to push open swing doors.
- Wash your hands after touching objects such as door handles, or after handling money.
- Use touch technology when paying for items.
- Avoid drinking through the steam hole release of take away coffee cups.
- Avoid handling straws wherever possible.
- Don't allow your food to rest on surfaces that have not been cleaned.
- Avoid using small desktop bins when disposing of tissues that may have respiratory secretions – use a deeper floor-based bin and then wash your hands.



Resources and links

- [COVID-19 \(coronavirus\) advice for the UQ community](#)
- [Australian Government Coronavirus \(COVID-19\) – Resources](#)
- [Queensland Health Coronavirus \(COVID-19\) – Health Alerts](#)