



Handbook for Sanitation Workers on use of Personal Protective Equipment



Urban
Management
Centre



Urban Management Centre is a non-profit organization dedicated to building resilient systems for inclusive and equitable development. We work with governments to strengthen local governance and build lasting institutional structures. We also work directly with vulnerable people to ensure that they have the tools and support they need. Over the last 25 years, UMC and its teams have developed fundamental innovations in urban and rural development challenges such as performance assessment, capacity building, and decentralized institutional strengthening. UMC has worked extensively with the Ministry of Housing and Urban Development to facilitate e-learning for their teams, as well as for ULB officials. We are the E-Learning Secretariat for both the Swachh Bharat Mission as well as the National Urban Livelihoods Mission.

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Disclaimer

Data from this book can be used and quoted with due acknowledgment to the Urban Management Centre
All photographs are by Urban Management Centre unless stated otherwise

Name : _____

Phone No : _____

City : _____

Notes

Reference

Ministry of Law and Justice, Government of India.(2013).*The Prohibition of Employment as Manual Scavengers and Their Rehabilitation Act.*

Central Public Health and Environmental Engineering Organization, Ministry of Housing and Urban Affairs, Government of India.(2018). *Standard Operating Procedure for Cleaning of Sewers and Septic Tanks*.

About this handbook

We have made this handbook to guide sanitation workers on the correct use of personal protective equipments (PPE). It includes the correct process of wearing & removing PPE, its maintenance as well as disposal. PPE if not used properly can cause accidents instead of preventing them. This Handbook lays down critical things to be taken care of while using PPE. This Handbook draws from various acts, guidelines, advisories and reference documents like prohibition of manual scavenging, safaimitra suraksha challenge, and the Garima scheme implemented in odisha.

It covers PPE for the following category of sanitation workers:

- a) Community / Public toilet cleaner
- b) Sewage or Faecal sludge treatment plant operator / Septic tank emptier (mechanical) or desludgers
- c) Drain cleaner
- d) Solid waste collectors and treatment plant operators

We are thankful to all the sanitation workers for providing us their valuable information and allowing us to photograph them.



Topics covered

1. Why do you need PPE?
2. Required PPE for Sanitation worker
3. Who will wear what?
4. What to wear first?
5. What to keep in mind while wearing PPE?
6. What to take off first?
7. How to dispose of PPE?
8. How to maintain hand hygiene?



1. Why do you need PPE?

You, as a sanitation worker, experience many injuries and accidents due to harmful gases and liquids as well as a lack of proper safety equipment. You may experience infections, breathing problems, and other health problems due to the harmful chemicals and biological agents present in the drain or septic tank or in solid waste.

Personal Protective Equipment (PPE) helps to protect you from such infections, injuries, and related health problems. PPE is crucial for you to safely perform your job roles.

However, many sanitation workers are not used to these PPE. We know that sometimes PPE is not comfortable due to incorrect size, material, and maintenance hassle. But **'Your safety comes first'**.



1. Why do you need PPE?

Due to the COVID-19 pandemic, everyone has started wearing masks regularly. Even though it was uncomfortable initially, we have developed a habit in order to protect ourselves. Similarly, there is a need to make the habit of using other personal protective equipment as well.

Workers in other industries who work in difficult situation like yours also wear PPE for their protection. For example, miners, construction workers etc. Sanitation work is also hazardous in nature. Hence, it is essential that you wear PPE during work-hours.

It might take some time to get used to working while wearing PPE. But it will protect you from injuries and diseases. Your safety and good health is of prime importance.

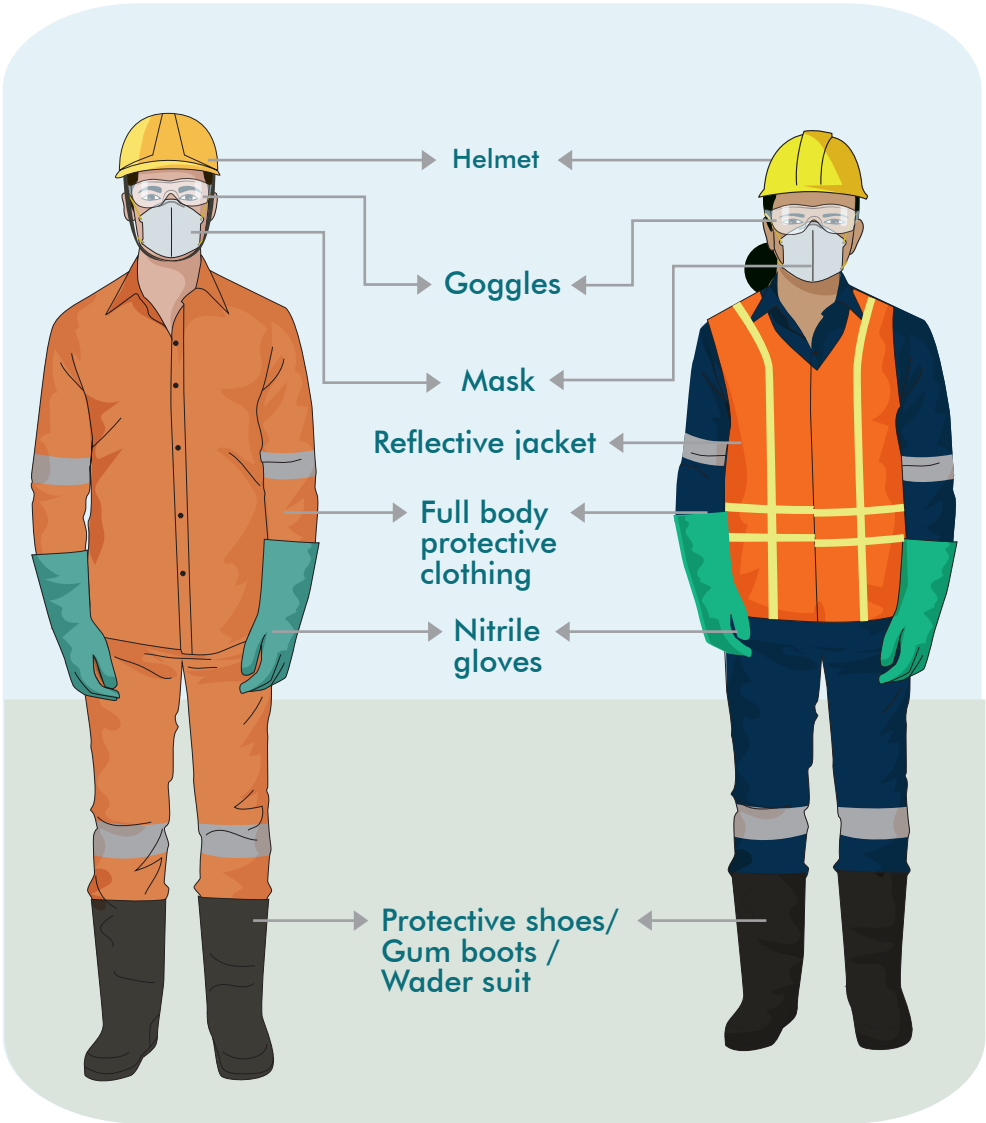


Source - Businessinsider, December-2021



Source - Fire Department, Ahmednagar Municipal Corporation

2. Required PPE for Sanitation worker



3. Who will wear what?

a) Community/ Public toilet cleaners

1



Full body protective clothing

2



Particulate mask with nose clip

3



Safety goggles

4



Nitrile gloves

5



Protective shoes with steel toe

3. Who will wear what?

b) Sewage treatment plant/ Faecal sludge treatment plant operators/ Septic tank emptiers (mechanical)

1



Full body protective clothing

2



Particulate mask with nose clip

3



Safety goggles

4



Safety helmet

5



Nitrile gloves

6



Gum boots with steel toe

3. Who will wear what?

c) Drain cleaners

1



Full body protective clothing

2



Particulate mask with nose clip

3



Safety goggles

4



Safety helmet

5



Nitrile gloves

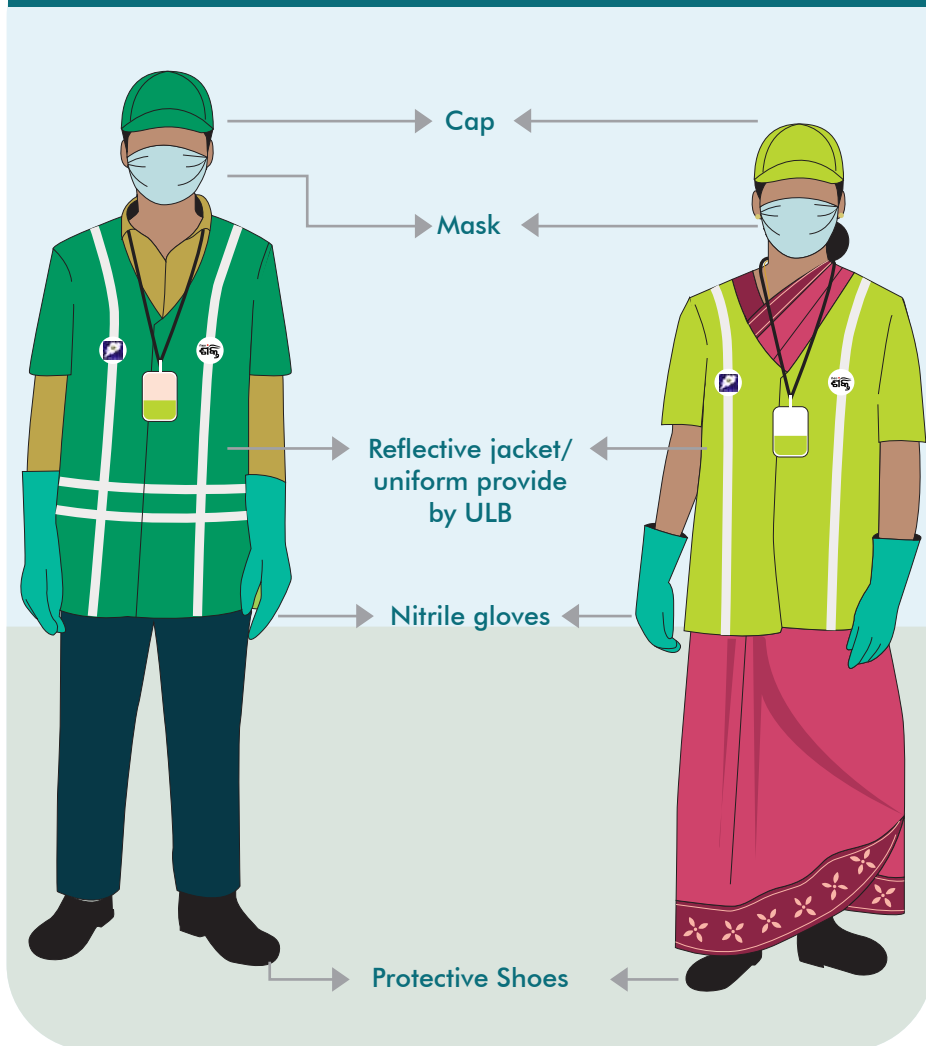
6



Thigh waders with attached boots

3. Who will wear what?

d) Solid waste collectors and treatment plant operators



4. What to wear first?

Please ensure that your PPE are clean before wearing them

1



Put on Full body protective clothing / uniform

2



Put on mask

3



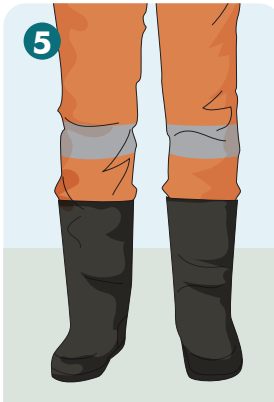
Put on goggles

4



Put on gloves

5



Wear protective shoes / gum boots / wader suit

6



Wear helmet / cap

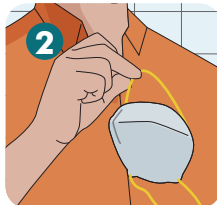
5. What to keep in mind while wearing PPE?

5.1. Do's and Don'ts of wearing a mask

While Wearing



Wash your hands before putting mask



Hold the mask, find the top side where metal piece or stiff edge is



Secure the loops, ties or elastic behind your ears or around your head

While Wearing



If there is a metallic or wire piece, press it to fit the shape of your nose

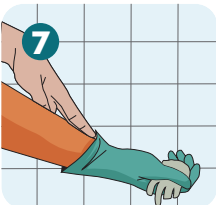


See that your nose and mouth are fully covered with the mask



Do not touch the mask while using it. If you touch it, wash your hands right away

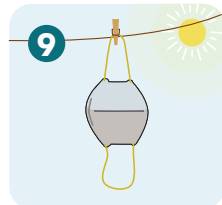
While Removing



First remove the gloves, then with clean hands remove the mask



Take off the mask from behind by holding the loop, ties or elastic



If possible, put the mask in sun after use

Taking care of PPE

5. What to keep in mind while wearing PPE?

5.2. Do's and Don'ts of wearing goggles

While Wearing



Wash your hands before wearing goggles



Place over face and eyes and adjust to fit

While Working



Do not touch goggles with dirty hands



If waste splashes into your eyes, flush eyes with water for at least 15 minutes



Always report any eye injury, no matter how minor

While Removing



First remove your gloves than remove the goggles. Ensure that your hands are clean while removing the goggles



Store safety goggles in a cover or a clean and dry place to avoid scratching or falling

5. What to keep in mind while wearing PPE?

5.3. Do's and Don'ts of wearing gloves

While Wearing



Wash hands



Dry hands before putting on gloves



Avoid touching your face, once you have worn gloves

While Removing



Pull one glove by holding the outside from finger tips. Never touch the bare skin with gloved hand



Remove the second glove by putting your fingers inside the glove at the top of your wrist

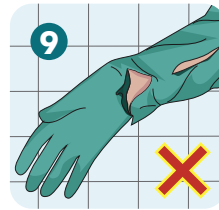


Continue pulling the glove down bringing the inside-out

Taking care of PPE



Wash your gloves after work with soap/detergent and dry them



Do not use gloves if they are damaged/torn

5. What to keep in mind while wearing PPE?

5.4. Do's and Don'ts of wearing helmet

While Wearing



Wear the helmet right way round. Tighten the headband



Tighten the chinstrap so that there are no chances of the helmet falling



Helmet should be straight, should not slope towards your face or backwards



While Working



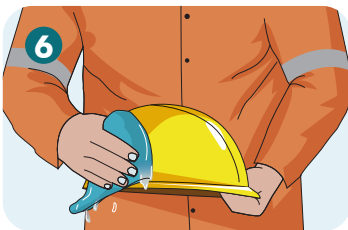
Never touch the helmet with dirty hands



Check the helmet regularly for any signs of damage

While Removing

Taking care of PPE



Regularly clean your helmet with a wet cloth. Clean with water and use mild soap if required



Do not store the helmet in direct sunlight or near hot surfaces

5. What to keep in mind while wearing PPE?

5.5. Do's and Don'ts of wearing gumboots

While Wearing



Clean your feet and dry them before wearing the gumboots

While working



Do not touch your gumboots with bare hands

While Removing



Clean your gumboots with water after completion of the work



After work, remove your gumboots with gloved hands

Taking care of PPE



Do not use brushes or abrasive cloths to clean the inside of your gumboots



Dry them in shade

5. What to keep in mind while wearing PPE?

5.6. Do's and Don'ts of wearing Wader suit

While Wearing



Clean your feet and wear the wader suit with gloved hands

While working



Do not touch unclean waders with bare hands

While Removing



Clean your wader suit with water after completion of the work



After cleaning only, remove the wader suit with gloved hands

Taking care of PPE



Do not use brushes or abrasive cloths to clean the inside of your waders



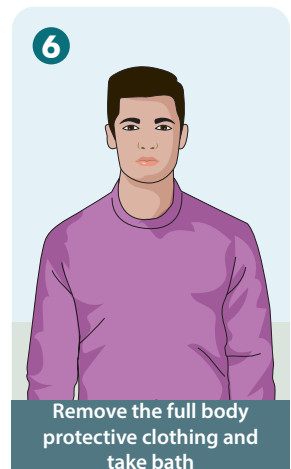
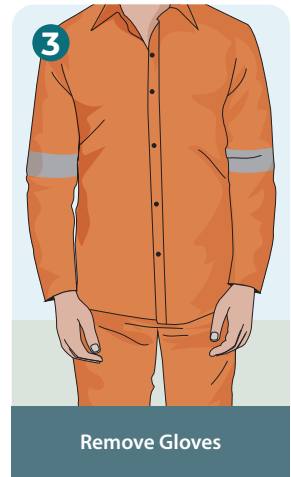
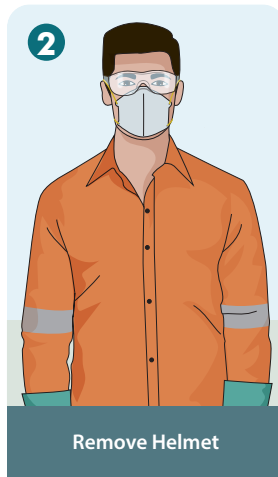
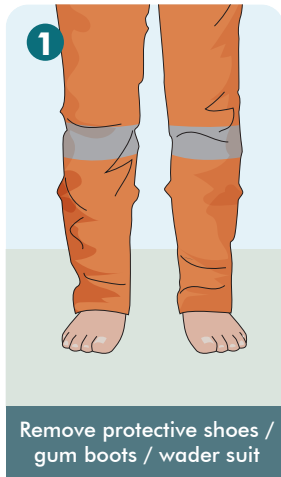
Rinse off your waders with clean water after use



Hang the waders either upside-down or lay them flat to dry. Do not store your wet waders

6. What to take off first?

Please clean your PPE after work and ensure they are dry before storing them



While using PPE,

1

**Never touch the face
with gloved hands**

2

**Avoid touching or adjusting
other PPE while working.**

3

**Avoid touching unwanted
surfaces and items**

4

**After using the PPE, store then in a
place that is out of reach of
children. Do not let children
play with the PPE**

7. How to dispose the PPE

- You should always throw discarded PPE in Medical waste bins (yellow coloured) or Domestic hazardous waste bins (Red coloured).
- If the bin is not available, wrap your used PPE properly in a bag, mark it with red colour and throw it in a dustbin.
- Please wash your hands after disposing the PPE.



Domestic hazardous waste bins



Medical waste bin

8. How to maintain hand hygiene?

Always clean hands with soap and water or sanitizer at these critical times

- When you reach your work-station.
- Before you start wearing PPE, especially mask and gloves.
- During breaks, especially before you are going to drink tea or water and have food.
- After your break is over.
- After you remove all PPE, especially mask and gloves.
- After changing work clothes.
- After reaching home.





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