

Rocker Bros Meat & Provision, Inc.

PRP-H

Personal Hygiene and Dress Code

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COATS & HEAD GEAR

1

ABSOLUTELY no one is allowed in the production area without coats and hair-nets.

Before entering production area you are required to wear all proper coats, hair-nets, beard-nets and gloves.

You are required to properly wear hair-nets, beard-nets & gloves. Coats must be buttoned at all times while in production area.

Baseball caps are ok if clean and are properly covered with hair-nets at all times.

Personnel wearing white coats may not exit facility with coat on.

Personnel wearing blue coats may not have direct contact with (non-packaged) raw product.

All coats must be hung on hooks in designated areas only while in use.

All soiled coats will be placed in laundry hampers when no longer in use.

NO JEWELRY SHOULD BE WORN

2

You are required to remove earrings, nose-rings, tongue-rings, lip-rings, brow-rings and/or rings (with the exceptions of a plain wedding band securely covered) before the beginning of each work day. Any watches and chain necklaces worn must be underneath garments and covered at all times.

WASH YOUR HANDS

3

You must work with clean & sanitary hands. You are required to wash your hands before work, before working with meat and/or, coming into contact with raw product and after any activity that would contaminate the meat or equipment you are working with (e.g...eating, wiping nose, handling foreign material). All employees are required to wash their hands when entering the plant after break-time and after visiting the restroom before handling product. Nails should be trimmed and clean.

Hands are to be washed with soap and warm/hot water. Double washing is preferred after using the restroom.

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GLOVES - LATEX

4

It is required that all employees in direct contact with raw product wear nitrile gloves at all times.

Gloves must be worn at all times in production while handling raw product.

To avoid cross-contamination - disposable latex gloves are provided and to worn and changed as often as needed

Gloves must be changed before touch raw product and after the following:

Touching cardboard

Washing product in the meat washing sink.

Picking something up off the floor

Touching contaminated product

Coming in contact with any chemical at anytime

When going from handling one protein to another

Handling Garbage

Touching your hair, skin, beard, soiled linen

*** Special Gloves (not nitrile) are issued and worn for touching dirty carboard and/or garbage for all white coat employees*

ILLNESS

5

Employees are to notify you Supervisor or PIC if you are ill with diarrhea, vomiting or other illness so that you can be assigned a task that does not involve food handling, or excused from work altogether.

Report any of the following:

Diarrhea, vomiting, hepatitis A or any other intestinal illness (diagnosed by a doctor)

Open blisters or infected burns, boils, cuts on the hands or forearms (open blisters, pus)

HAND CUTS OR ABRASIONS

6

Employees are required to inform supervisors of cuts and abrasions on their hands and any other exposed area of the body.

Employees shall not work with any uncovered, ungloved infected cut or abrasion the hands. Cuts and abrasions that are not severely infected and with an employees ability to preform tasks shall be cleaned, disinfected, bandaged and covered with

a clean latex glove before entering production.

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CONTACT WITH BLOOD OR BODILY FLUIDS OF ANOTHER PERSON

7

Before a person touches the blood (e.g. bandaging the wound of another) or any bodily fluid such as vomit of another person they shall put on properly fitted latex disposable gloves to prevent the body fluid and or blood to enter any cuts or breaks in the skin of their own hands.

