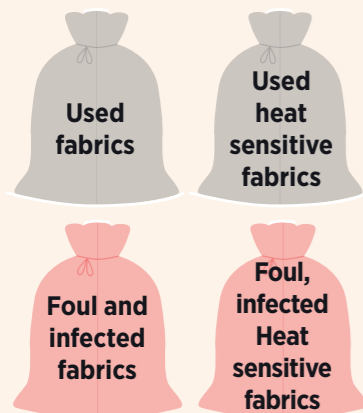


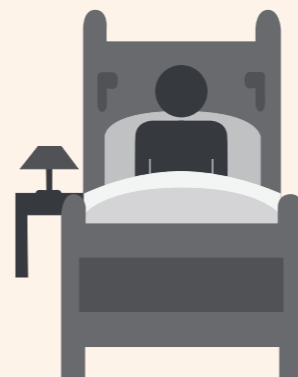
PROFESSIONAL LAUNDRY PROCEDURES



SORTING AND SEGREGATION



- Plastic aprons/gloves **must** be worn when handling dirty laundry
- Never place linen on the floor or other surface to sort
- Remove any solids from heavily soiled items prior to being placed into the relevant bag and before entering the laundry
- Check all linen for sharp objects and other items
- Foul and infected linen should be placed into a red, water soluble bag, which should then be placed into a non-permeable bag for transportation to the laundry
- Never open red bags once they have been sealed
- Always wash and dry hands thoroughly after handling soiled linen



TRANSPORTATION OF DIRTY LAUNDRY



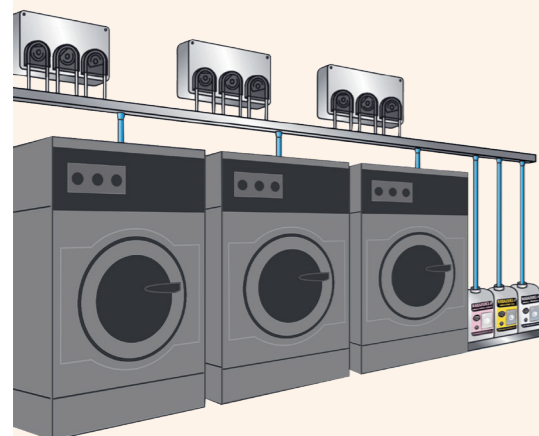
All linen and clothing should be transported immediately, in the correct trolley, along a pre-designated route to avoid contaminating other areas.

Laundry bags must be sealed or tied securely and must not be more than 2/3 full.

A laundry skip should be used for further segregation and transportation.

If fabric laundry bags are used, rather than non-permeable bags, they should be laundered with the contents of the bag

WASHING



Any heavily soiled items should be pre-washed or run through a sluice programme.

All linen should be processed through an appropriate wash cycle according to its fabric type and level of soiling.

For heavily soiled, fouled and infected linen an enhanced thermal disinfection cycle must be run, in which the temperature of the load is maintained at 71°C for at least than 3 minutes.

Laundry should not have any residual smells. If oily or fatty smells remain, return to be re-washed.

Your laundry should have a dirty to clean work flow system so that dirty and clean linen are physically separated throughout the process.

DRYING



Drying should take place immediately after washing to reduce any risk of re-contamination.

Always use the cool-down function on the tumbler to reduce the risk of spontaneous combustion.

Once items are dry and cooled, remove immediately from the dryer.

Routinely remove lint and dust from both inlet and outlet filters.

FINISHING



Linen should be finished off by ironing and loaded into a clean linen trolley.

Ensure that linen and towels are not over-dried or tightly packed whilst still hot.

TRANSPORTING CLEAN LINEN



Clean linen should be returned to the clean linen storage cupboard ready for next use.

Transportation should take place via a pre-designated route to avoid re-contamination.

STORAGE

Clean linen should be stored immediately after finishing. All shelving should be plastic or metal to reduce the risk of harbouring potential germs.

Avoid prolonged storage of linen use the 'first in - first out' system.

