

**Handwashing and Drying Procedures  
For Food Employees As Required By  
410 IAC 7-24, Section 128 and 129**

**When to Wash Hands**

- Before placing gloves on hands
- After touching human body parts
- After using the restroom, coughing, sneezing, blowing your nose, eating, using tobacco, or drinking
- Before and during food preparation, when switching between raw food and ready-to-eat foods or as often as necessary to remove contamination and to prevent cross-contamination
- After engaging in other activities that contaminate the hands (taking out the garbage, wiping counters or tables, handling chemicals, picking up dropped items, etc.)
- After caring for or handling animals

**Correct Method to Wash Hands**

- Use a designated sink for handwashing
- Wet hands and apply soap
- Rub hands vigorously making sure to wash palms, back of hands, between fingers and forearms for at least 20 seconds in water of at least 100°F. (If available, use a brush to clean under and around the fingernails)
- Rinse hands and forearms thoroughly with running hot water
- Turn off water using a paper towel
- Dry hands with a single-use paper towel or hand drying device
- Do not use a common towel



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