

PROTECTING THOSE THAT PROTECT US!

UNODC Laboratory and Scientific Services (LSS)

**Safe handling and management of risk of exposure during COVID-19 pandemic:
Guidance for UN staff and security personnel, forensic, law enforcement, border
control and other front-line officers**



- UNODC LSS has developed **Guidelines for the safe handling of substances and management of exposure risk for law enforcement and customs officers** as part of the ‘safe handling’ series of technical guidelines and training materials. It is an evidence-based guidance document to support law enforcement and customs officers in the safe handling and management of dangerous/toxic substances and the associated safety and risk mitigation procedures.
- Based on the nature of law enforcement and customs operations, the potential for officers to be exposed to COVID-19 during the execution of their routine duties has increased significantly. Avoiding secondary exposure and cross-contamination are important measures in infection control. The safety procedures, protocols and measures taken to protect officers from risk of exposure when handling dangerous / toxic substances can also protect from exposure to communicable diseases as COVID-19.
- The guidelines outline practical information and guidance that can be leveraged to help protect front-line officers from risk of exposure and prevent spread of COVID-19 while enabling them to carry out their operational duties with confidence. More specifically, the Guideline outlines the following relevant actions:

Exposure risk and routes

- Skin exposure
- Facial exposure (mouth, nose, eyes, hair)

Exposure controls and personal protective equipment

- Administrative controls
- Personal protective equipment, including recommended equipment by activity type (search gloves, face masks, eye protection, disposable coveralls, etc.)

Decontamination and safe disposal

- Following skin exposure
- Of uniform or non-disposable clothing
- Of Personnel protective equipment
- Of surfaces and equipment
- Of canine officers

Precautions for routine and high-risk search and other operational activities

- Precautionary Principle
- Levels of protection
- Personal (body) searches
- Bag searches
- Vehicle searches
- Building searches
- Confined space searches
- Mail room examinations and deconstructions
- Searches or operations involving canine units
- Preventing cross contamination



Putting gloves on in 4 steps

Step 1: To put on the gloves correctly, first select the appropriate size of nitrile gloves, gloves should not be loose on the palm or fingers.



Step 2: Insert one hand into the first glove and pull the cuff of the glove up to the wrist making sure the cuff is fully extended and the wrist is covered.



Step 3: Insert the second hand into the other glove.



Step 4: Pull the cuff of the second glove up the wrist making sure the cuff is fully extended and the wrist is covered.





Removing and discarding gloves in 8 steps

Step 1: To remove the gloves correctly, first pinch and hold the **outside** of one glove at the top of the cuff and pull away from the wrist.



Step 2: Peel the glove downwards, away from the wrist and down toward the fingers turning the glove **inside-out** as it is pulled down



Step 3: Pull the glove downward until it is removed from the hand, holding the now **inside-out** glove in the palm of the remaining gloved hand.



Step 4: With the un-gloved hand, slide a finger/s **under** the cuff of the remaining glove at the top of the wrist without touching the outside of the glove.



Step 5: Holding the first glove bunched securely in the palm, peel the remaining glove downward away from the wrist making sure you **do not touch** the outside of glove.



Step 6: Pull the glove downward until it is removed from the hand, holding the now **inside-out** glove in the palm of the remaining gloved hand.



Step 7: Continue to pull the second glove away from the wrist, turning inside-out, ensuring that the first glove remains inside the second glove. Hands must only touch the inside of the glove.



Step 8: Place the removed gloves immediately into a contaminated waste bag or bin for disposal.



Putting double glove on just in 3 steps

Step 1: Using the previous procedure for putting on nitrile gloves, select an appropriately sized second pair of nitrile gloves (using an alternate colour if possible).

Step 2: Pull the cuff of the glove up the wrist, ensuring that the cuff of both pairs of gloves is fully extended and covering the wrist.

Step 3: Insert the remaining gloved hand into the second nitrile glove, in the same manner, ensuring that the cuffs of both gloves are fully extended and covering the wrist.





Putting on respiratory protection in 8 steps

Step 1: To put on the N95 particulate mask, hold in one hand, with elastic straps over the hand, place in position over the nose and mouth.



Step 2: Lift the lower elastic strap over the head and position below the ear.



Step 3: Lift the top elastic strap over the head and position at the upper rear of the head as shown. Adjust for comfort.



Step 4: Pinch or press the metal nose clip around your nose to achieve a secure seal.



Step 5: Using both hands check that the respirator mask is securely fitted around the shape of your face with no gaps. Cover the mask fully with hands and inhale sharply to check seal.



Step 6: To remove the respirator mask, place one **gloved** hand over the front of the mask as shown. Using your second pinch and hold the elastic straps and the back of the head.



Step 7: While still holding the respirator mask in your gloved hand, lift the elastic straps over your head as shown. **Do not** allow the outside of the mask to contact clothing, surfaces or other equipment.



Step 8: Using the same **gloved** hand holding the respirator mask, place directly into a contaminated waste bag or bin for disposal. Treat gloves as contaminated, remove and dispose as per glove removal procedure.



Putting on eye protection in 5 steps

The following slides demonstrate the correct procedure for putting on eye protection when wearing an N95 or similar respirator mask.

Step 1: When wearing safety glasses with an N95 respirator mask, place glasses on after securing the respirator mask. Ensure the glasses are resting on the bridge of the nose **above** the top of the respirator mask.



Step 2: Ensure the glasses are **not obstructing or breaking the seal** of the respirator mask. Note, safety glasses **should still fit snugly against the face** and should provide side protection, as shown.



Step 3: When wearing goggles with an N95 respirator mask, place the goggles against the face in a comfortable position above the top of the respirator mask.

Step 4: Using your free hand, lift the strap of the goggles over the top of your head and position at the rear of your head (adjust as required). Use the reverse to remove.



Step 5: Ensure the goggles are positioned above the respirator and are **not obstructing or breaking the seal** of the respirator mask and the goggles are **also sealed against the face**.



Decontamination following skin exposure to a chemical in 7 steps

Step 1: If dermal exposure occurs, safely remove any excess substance being careful not to contaminate other areas, e.g. a vehicle or clothing.

Step 2: If wearing gloves, remove using the procedure provided in section 3.3.2, and place into a contaminated waste bag or bin.



Step 3: **DO NOT** use any alcohol-based hand sanitizers or bleach (hypochlorite) solutions either before or after washing.



Step 4: Rinse off any excess solid/powder or liquid material under running water, using copious amounts of water.



Step 5: DO use normal soap under running water.



Step 6: Wash hands and any exposed skin, such as wrists or arms thoroughly with soap and water.



Step 7: Once washed, rinse well to remove all remaining soap and lather, then dry.



Laboratory and Scientific Service
Vienna International Centre, P.O. Box 500
1400 Vienna, Austria

Website: www.unodc.org/lab
E-mail: unodc-lab@un.org
Twitter: [unodc_lab](https://twitter.com/unodc_lab)

Further information:
Illustrated Disposal guide for the disposal of chemicals
<https://bit.ly/2RF1y47>
Guidelines for the Safe Disposal of Chemicals:
<https://bit.ly/3anPs6d>
UNODC Opioid Strategy: www.unodc.org/opioidstrategy
Drug Testing: <https://bit.ly/34I3hLv>
SMART Reports: <https://bit.ly/2KfqWJy>

**This guidance brief was developed with the support of Department of State / Bureau of International Narcotics and Law Enforcement Affairs (US-INL) under the framework of the UNODC Opioid Strategy.*