

Altaira recognizes that our staff often work in clients' homes where cleaning products may be hazardous.

To reduce your risk of harm from chemicals:

- When the client permits, use the cleaning kit supplied by Altaira. The cleaning products in the kit are safe and Altaira has ready access to the manufacturer's safety data sheets
- Do not use any cleaning products which is not in its original container
- Always read the instructions for use and warnings on the label
- Always use gloves when handling cleaning products
- Only use the cleaning product as instructed
- Only use the cleaning product for its intended use
- Never mix cleaning products
- Ensure cleaning products are stored safely as per the manufacturer's recommendations
- Should you spill a cleaning product on yourself, rinse thoroughly with cold water and advise Altaira immediately
- Should you suffer any adverse effect from a cleaning product, seek medical attention immediately and advise Altaira

Document Name	Working with Chemicals	Authorised by	Clinical Operations Manager
Document Group	Work Instructions	Version No	1
Document Number	QMSW009	Issue Date	01/07/2017