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Hygienic Management Specification for Public Places

公共场所卫生管理规范

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Hygienic Management Specification for Public Places

1 Scope

This Standard specifies the basic hygiene requirements for public places, basic requirements and guidelines for hygiene management, employee hygiene, etc.

This Standard is applicable to the public places, such as guesthouses, hotels, reception centers, public bathrooms, barber shops, beauty shops, theaters, video halls (rooms), entertainment halls (rooms), dance halls, concert halls, gymnasiums (sports halls), swimming pools (natatoriums), exhibition halls, museums, art galleries, libraries, shopping malls (stores), bookstores, waiting rooms, waiting rooms (airplanes, ships) and public transportation; other public places can also be used as a reference.

2 Normative References

The following documents are essential to the application of this document. For the dated documents, only the versions with the dates indicated are applicable to this document; for the undated documents, only the latest version (including all the amendments) is applicable to this document.

GB 5749 Sanitary Standard for Drinking Water

GB 17051 Hygienic Specification for Facilities of Secondary Water Supply

GB 37488 Hygienic Indicators and Limits for Public Places

WS 394 Hygienic Specification of Central Air Conditioning Ventilation System in Public Buildings

Hygienic Specifications for Central Drinking Water Supply Institutions
Original Ministry of Health (WFJF [2001] No.161)

3 Terms and Definitions

For the purpose of this document, the following terms and definitions apply.

3.1 Public articles

Articles that the public place operators provide customers, such as reusable sheets,

washing and disinfection of public articles; and the public articles after cleaning and disinfection shall meet the requirements of GB 37488.

4.3.2 See Appendix B for the basic management requirements of replacement, washing and disinfection of common public articles in public places.

4.3.3 Reusable cups, slippers, hairdressing tools, pedicure tools and other public articles in public places shall be cleaned and disinfected after use of each customer. Articles that have not been cleaned and disinfected shall not be provided to the customers for use.

4.3.4 The storage and transportation of public articles shall effectively prevent cross-contamination and secondary contamination. The storage containers for cleaned and disinfected articles and the recycling containers for contaminated materials shall be separate for dedicated use, signs shall be attached on them.

4.4 Ventilation

4.4.1 Public places shall make full use of doors and windows for natural ventilation, and keep indoor air fresh and free of odor.

4.4.2 In places where centralized air conditioning is used, the fresh air system, exhaust system or facilities shall be used normally during the air conditioning operation.

4.4.3 Places with high crowd density, poor natural ventilation conditions, and inconvenient use of natural ventilation during business hours shall install mechanical exhaust systems or facilities; maintain normal use during business hours; and the fresh air volume shall meet the requirements of GB 37488.

4.4.4 Places where gas water heaters are used to provide hot water, the water heaters and gas cylinders shall be installed in the compartments at interval of a room with that the hot water is used.

4.4.5 The water heater shall have a strong exhaust function; and the gas generated by combustion shall be directly discharged outdoors to ensure that the air quality of the place meets the requirements of GB 37488.

4.4.6 Smoking is prohibited in public places, and the management of smoking ban shall comply with relevant national laws and regulations.

4.5 Air-conditioning facilities

4.5.1 For places where centralized air-conditioning is used, hygienic indicators and hygienic management shall meet the requirements of GB 37488 and WS 394.

4.5.2 In places where wall-mounted, ceiling-mounted, cabinet-type, window-type and other decentralized air-conditioning facilities are used, mechanical ventilation systems

residual chlorine content shall be maintained at 5mg/L~10mg/L.

4.7.4 The operation of shower water, bath water supply pipes, equipment, facilities and other systems in bathing places shall avoid dead water and stagnant areas. Shower nozzles and hot water faucets shall be kept clean.

4.7.5 The bath water in the bathing place shall be circulated and purified; and the circulatory purification device shall be in normal operation. During the business period, sufficient new water shall be replenished every day. The water quality of the pool shall meet the requirements of GB 37488.

4.8 Hygiene-related products

4.8.1 The quality of disinfection products, wading products, insecticides, rodenticides, condoms, shampoos, bath gels, perming agents, hair dyes, and beauty and skin care cosmetics used in public places shall comply with the relevant national regulations. The configuration and use of expired products or inferior products are prohibited.

4.8.2 Cosmetic products such as lipstick and eyebrow pencils that are used by customers in beauty shops, hairdressers and other places shall be used exclusively, and should not be shared or mixed.

4.9 Special room for hygiene

4.9.1 Requirements for cleaning and disinfection rooms of the public articles:

- a) The special room shall be dedicated; and it is not allowed to stop or change the purpose of the room without authorization; and it is not allowed to engage in activities unrelated to cleaning and disinfection in the cleaning and disinfection room;
- b) Cleaning, disinfection and sanitation facilities shall be used normally and kept tidy;
- c) There are operating procedures for cleaning and disinfection; equipped with disinfectant quantitative preparation containers (chemical disinfection), decontamination equipment and tools;
- d) Do not place water dispensers, ice machines, cleaning tools, personal supplies, sundries and other irrelevant items.

4.9.2 Requirements for storage room for cleaning items (spare warehouse):

- a) Public places shall reasonably set up storage rooms for cleaning items according to the type and scale of the place; or set up storage areas for cleaning items in the cleaning area of the place; the quantity and scale of which shall be able to meet the business needs;

- d) It shall be cleaned reasonably according to the pollution degree of articles and utensils to effectively prevent cross-contamination and secondary contamination.

4.10 Cleaning and disinfection of public articles

4.10.1 Appropriate methods shall be selected for disinfection of public articles; and the cleaning and disinfection process shall be standardized to ensure the disinfection effect.

4.10.2 Use chemical methods for disinfection. The capacity and depth of the disinfection tank shall be able to meet the needs of immersion disinfection; ensure the effective concentration of the disinfectant and the immersion time; and the disinfected utensils shall be fully rinsed.

4.10.3 Using the disinfection cabinet for disinfection shall be operated in accordance with the instructions; using steam and boiling methods for disinfection shall ensure the disinfection time and disinfection temperature.

4.10.4 After cleaning and disinfection, sanitary measures shall be taken for the public articles to prevent secondary contamination.

4.10.5 The cleaning and disinfection process of public articles shall be recorded, including disinfection time, personnel, methods, and the types and quantities of disinfected items.

4.11 Sanitary cleaning tools

4.11.1 Public places shall be equipped with vacuum cleaners, mops, rags and other tools, facilities and equipment for sanitary cleaning, in sufficient quantity to meet the needs of cleaning and sanitation.

4.11.2 Toilet cleaning shall be equipped with special tools, rags and equipment for disinfection of the sanitary ware (wash basins, bathtubs, water closets); and respectively have corresponding storage containers. The types of tools and the quantities of rags shall correspond to the cleaning of countertops, walls, floors, and sanitary ware (wash basins, bathtubs, water closets); and the purpose of tools and rags shall be clear.

4.11.3 The room or area for storing cleaning tools shall be reasonably set up. Toilet cleaning tools, rags and storage containers shall be clearly marked for their use. The cleaning process shall effectively prevent cross-contamination; and shall not be mixed or used indiscriminately.

4.12 Work handcart management

4.12.1 The accommodation place shall be equipped with work handcart, the quantity

and gated and other airtight measures shall be taken to prevent the spillage of bad smells and the invasion of disease vectors.

4.15 Environmental cleaning and sanitation

4.15.1 Regular sanitary cleaning shall be carried out in public places to keep the environment clean and tidy.

4.15.2 The sanitary cleaning in public places shall be wet cleaning or other suitable cleaning methods to avoid dust.

4.15.3 Articles in public places shall be placed neatly and orderly; and there shall be no random stacking.

4.15.4 There shall be no dust, water, or dirt on the ground; and no cobwebs, mildew, or shedding on the walls and ceiling.

4.15.5 Indoor objects are free of dust and dirt.

4.15.6 The indoor air is fresh and free of musty, smoke and other odors.

4.16 Markings

4.16.1 Public places shall set up no smoking signs in conspicuous places; in line with the relevant regulations of the national tobacco control management agency.

4.16.2 The washbasins and foot basins equipped in the accommodation place shall be marked with a clearly marked purpose.

4.16.3 The bathing place shall set up a warning sign of "prohibition of bathing for patients with venereal diseases and infectious skin diseases" in conspicuous places such as the front hall bar, the entrance of the dressing room, etc.; the signs shall meet the fixed and durable requirements.

4.16.4 Swimming places shall be set up at the entrance, changing clothes and other conspicuous places the warning sign of "the following patients are prohibited to swim such as the patients with viral hepatitis A, hepatitis E, venereal diseases, infectious skin diseases, severe trachoma, acute conjunctivitis, otitis media, intestinal infectious diseases, heart disease, mentally ill, alcoholics and other people who are not suitable for swimming." The sign shall meet the fixed and durable requirements.

4.16.5 Hairdressing places shall set up special tools for tinea capitis and skin disease patients; and store them separately; and the storage container shall be marked with the words "special tools for tinea capitis and skin disease patients".

4.16.6 The functional rooms such as the cleaning and disinfection room, the storage room for cleaning items, the public toilet, the perm and dyeing room, and the laundry

equipment;

- Management system of the centralized air-conditioning and decentralized air-conditioning;
- Practitioners' health inspection, training, personal hygiene system;
- Procurement, certification, and acceptance system of hygiene-related product;
- Management system of drinking water and secondary water supply facilities;
- Water quality management system of swimming places and bathing places;
- Hygiene management system of the toilet;
- Daily hygiene inspection, reward and punishment system;
- Emergency handling and reporting system of infectious diseases and health hazard accidents.

5.3 Operating procedures

5.3.1 Public places shall formulate corresponding hygiene operating procedures according to business characteristics; and specify clear working procedures and requirements for environmental cleaning and sanitation, hygiene facilities and equipment operation, maintenance and management, procurement and storage of items, and cleaning and disinfection of public articles.

5.3.2 In public places, employees shall be organized to learn the hygiene operating procedures to ensure that employees master the hygiene operating requirements for their posts and strictly implement them at work.

5.4 Document management

5.4.1 The hygiene permit of the public place shall be publicized in a prominent place in the place, and the business items shall be consistent with the scope of the permit.

5.4.2 Public places that implement quantified and hierarchical management of hygiene supervision shall publicize the hygiene credibility level in a conspicuous place of the public place.

5.4.3 The employees' health certificates are complete and valid, and should be carried with them or kept in a centralized place for easy checking.

5.5 File management

5.5.1 Public places shall establish hygiene management files, and the following content shall be archived and managed:

shall be dealt with immediately to prevent the harm from expanding.

5.6.5 When employees in public places have symptoms of infectious diseases, they shall leave their jobs and get rid of infectious diseases before returning to work.

5.6.6 Public places shall place condoms or set up condom sales facilities in relevant places.

5.7 Hygiene testing

5.7.1 Public places shall conduct hygiene testing on the air quality, microclimate, water quality, lighting, illumination, noise, public articles, and centralized air conditioning and ventilation systems in accordance with the provisions of hygiene laws and regulations, hygiene standards, and hygiene specifications for no less than once each year.

5.7.2 Public places shall truthfully announce the test results in eye-catching locations and update them in time.

6 Practitioner Hygiene

6.1 Health management of the practitioners

Public places shall organize practitioners to conduct health inspections every year; and practitioners can only take up their jobs after obtaining a health certificate. Personnel who suffer from dysentery, typhoid fever, hepatitis A, hepatitis E and other gastrointestinal infectious diseases, as well as active tuberculosis, purulent and exudative skin diseases, etc. can't serve the customers directly before curing.

6.2 Training of practitioners

6.2.1 In public places, practitioners shall be organized to participate in public places hygiene laws and regulations and hygiene knowledge training; and they can take up their posts after passing the assessment. There shall be corresponding training, assessment materials and records.

6.2.2 On-the-job practitioners shall retrain the training once every 2 years.

6.3 Personal hygiene of practitioners

6.3.1 Good personal hygiene shall be maintained.

6.3.2 More than 2 sets of work clothes should be prepared; and wear clean work clothes for work.

6.3.3 Cosmetologists and hairdressers shall wear masks when cleansing (shaving) the customer's face and performing beauty services.

Appendix A

(Normative)

Basic Configuration Requirements for the Common Public Articles

A.1 Public items

A.1.1 Bed sheets, pillowcases, ticks, towels, bath towels and other public items in accommodation shall be configured at more than 3 times the number of beds. The number of pillow cores, bedspreads, and mattresses shall meet business needs.

A.1.2 The bedding articles (sheets, pillowcases, ticks, cushion towels, etc.) in the changing rooms and lounges (rooms) of bathing places should be configured at more than 3 times the number of beds; and the towels, bath towels, bathrobes and other public items provided for customers should be configured by more than twice the number of the lockers.

A.1.3 Towels for customers in cosmetologists and hairdressing establishments can meet business needs. They should be configured at least 10 times the number of seats or beds, and should be no less than 20. Hairdressing cloths should be configured at least twice the number of seats.

A.2 Public appliances

A.2.1 Cups, slippers and other public articles in accommodation places should be configured for more than twice the number of beds.

A.2.2 If there is no toilet in the guest room, each bed shall be equipped with a washbasin and foot basin.

A.2.3 Cups, slippers and other customer appliances in the bathing place should be configured twice the number of lockers; and the number of pedicure tools should be configured more than twice the number of technicians.

A.2.4 The number of the beauty and hairdressing tools should be more than twice the number of the cosmetologists and hairdressers, no less than 3 sets.

A.2.5 Hairdressing places shall be equipped with special haircut tools for patients with tinea capitis and skin diseases, and with a complete range of tools.

A.2.6 In other public places that provide customers with cups, the number of cups should be configured at twice the maximum reception load.

A.2.7 The stereoscopic viewing glasses in theaters should be configured at twice the

Appendix B

(Normative)

Basic Requirements for Replacement, Disinfection and Management of the Common Public Items

B.1 Accommodation

B.1.1 Sheets, pillowcases, ticks and other bedding shall be kept tidy and changed every guest, and changed at least once a week for long-term residents.

B.1.2 Bed covers, pillow cores, mattresses and other articles shall be regularly replaced and cleaned to keep them tidy.

B.1.3 Bed sheets, pillowcases, ticks, towels, bath towels, bathrobes and other public items shall be cleaned and disinfected after each guest use.

B.2 Bathing place

B.2.1 Bed sheets, pillowcases, ticks, pad towels and other bedding shall be cleaned and disinfected every day to keep them tidy.

B.2.2 Towels, bath towels, bathrobes and other public items provided for customers shall be cleaned and disinfected after each customer use.

B.2.3 Pedicure, pinching towels shall be dedicated.

B.3 Beauty salon

B.3.1 Bed sheets, pillowcases, ticks, pad towels and other beddings should be cleaned and disinfected every day to keep them tidy.

B.3.2 Towels provided for customers shall be cleaned and disinfected after each customer use.

B.3.3 The hairdressing cloth should be cleaned every day to keep it tidy.

B.3.4 Towels for cosmetology, hairdressing, and perm dyeing shall be easily distinguished, used separately, and not mixed.

B.4 Public transportation tools

B.4.1 Bed sheets, pillowcases, ticks, pad towels and other public items should be changed every customer use or changed at the one-way end point to keep them tidy.

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