



SALSA Requirement: “All cuts and grazes on exposed skin shall be covered by a blue plaster that is business-issued, logged and monitored to ensure safe disposal or return.”

Why?

If plasters are not controlled, they could become lost and contaminate products, leading to complaints or even enforcement action being taken.

Tools

-  Personal Hygiene Policy/Procedure
-  Blue plasters always available

Tips

-  Don't permit staff to wear any other coloured plasters than blue.
-  Have nominated person(s) to issue plasters.

What do I need to do?

- Document your requirements in your Personal Hygiene Policy/Procedure covering use of blue plasters and how you issue/control use.
- Record details of when plasters were issued, to whom, and if they have been accounted for at the end of the day or shift.
- Check staff are correctly following the procedure and that the record form has been completed.
- Visitors & Contractors (going into Production & Storage Areas) need to follow this procedure too. Use a Visitors' Questionnaire and ask them to read the Personal Hygiene Procedure.
- Investigate if any plasters are reported missing, and place products on hold following your Non-Conforming Product procedure (see 3.2.1).
- If you use metal detectors, buy metal detectable plasters. Check that each batch of plasters is detected by your machine and record the check.
- Train staff against the Procedure at Induction (and Refresher Training) & document this training.

Example

- The following example is of a plaster issue record.
- You can amend the form to meet your own business's needs.
- Remember to include the rules in your Personal Hygiene Policy/Procedure

<u>PLASTER RECORD SHEET</u>						
DATE	ISSUED TO	QUANTITY ISSUED	INITIAL	ACCOUNTED FOR AT END OF SHIFT? (Y/N)	INITIAL	CORRECTIVE ACTION
<i>10/08/18</i>	<i>Jane Jones</i>	<i>1</i>	<i>JS</i>	<i>Yes</i>	<i>JS</i>	<i>-</i>

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