Fitwel Hand Hygiene Protocol
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This document provides project teams with a list of the required elements that must be included in a hand hygiene protocol. Project teams can either use this document as a guide to establish and implement a qualifying protocol or highlight the required sections in existing policies or protocols.

A qualifying protocol for hand hygiene must include the following:

1. **Implementation**
   - when implementing the protocol in multi-tenant commercial and residential buildings, the protocol must apply to all areas under the control of the building management, including common elevator banks on tenant floors.
   - when implementing the protocol in single tenant buildings and commercial interior spaces, the protocol must apply to all areas within tenant spaces.

2. **Hand Hygiene Stations Provisions**
   Requires that hand hygiene stations include one of the following:
   - hand sanitizer
   - hand-washing provisions that include all of the following:
     - soap
     - water
     - hand drying method

3. **Supply Guidelines**
   Requires the following materials to be included at hand hygiene stations:
   - a minimum of one of the following hand drying methods at all sinks within the required areas:
     - paper towels
     - hand dryers with HEPA filtration that are maintained per the manufacturer’s instructions
   - when providing hand sanitizers, hand sanitizers must meet the following requirements:
     - at least 60% alcohol (typically found in the form of one of the following active ingredients: ethanol, ethyl alcohol, isopropanol, or 2-propanol)
     - no presence of methanol, triclosan, or triclocarban
     - are not on the FDA list* of recalled products
   - when providing soap, soap must meet the following requirements:
     - plain, non antibacterial
     - dispensed in liquid, foam or powder form.
4. Procurement and Maintenance Guidelines

Requires the following inventory management and maintenance procedures:

- managing inventory of hand hygiene supplies (soap, sanitizer, and paper towels) weekly
- restocking supplies at all hand hygiene stations to meet demand, at a minimum of once daily.
- twice daily cleaning of sinks, faucets, soap dispensers, towel dispensers, counters, door handles, and countertops.

5. Placement Plan

Requires hand hygiene stations be located in all of the following areas, as applicable. Hand hygiene stations with qualifying hand washing provisions, do not need to include hand sanitizer:

- main building entryways
- restrooms
- break areas
- a minimum of one on each floor within the project.

*The FDA list of recalled products can be found at https://www.fda.gov/drugs/drug-safety-and-availability/fda-updates-hand-sanitizers-methanol