Dear Restaurant Managers:

The Massachusetts Department of Public Health is pleased to present you with the Handwashing Calendar. This calendar is intended to help you encourage good handwashing practices among restaurant employees. It has been developed from research conducted with certified restaurant managers, Board of Health inspectors, and food service employees across Massachusetts. Your needs, thoughts, and suggestions have been used to develop this reusable illustrated calendar to help you teach your employees about the WHY, WHEN, and HOW of handwashing.

How to Use This Calendar:

1. Tear Out the Handwashing Fact Sheet

The Handwashing Fact Sheet addresses the WHY, WHEN, and HOW of handwashing in a quick reference, bulleted format. The Fact Sheet has been perforated for easy removal, and is meant for you to photocopy and give out to all your current employees, and to all new employees during training. The Fact Sheet is printed in English, Spanish, Portuguese, and Chinese.

2. Pull Out the Poster and Hang It Up

There is a full-size 11 X 17 pullout poster in the center of each calendar that illustrates the importance of good handwashing. You may want to laminate the poster for extra durability. The poster is the perfect size to be displayed in an employee break room or near commonly used handwashing areas in the restaurant.

3. Hang Up the Calendar!

The calendar includes six handwashing illustrations that show the WHY and WHEN of handwashing. Each illustration has a related “handwashing message” printed in both English and Spanish. Every calendar page also has an illustrated reminder on HOW to properly wash hands.

The calendar may be reused from year to year OR each of the handwashing illustrations may be removed from the calendar and posted near handwashing areas in the restaurant to serve as constant handwashing reminders.

We know there is no substitute for providing good handwashing training to employees, followed by reminders to wash often, but we hope that you will find the Handwashing Calendar a useful tool to help you reinforce the importance of proper handwashing among your employees.

To print additional copies of the calendar, visit www.mass.gov/handwashing. If you have any questions regarding employee handwashing, contact your Board of Health inspector.