

Guidelines – Health requirements for Laundry

Document Reference Number : LD-RC-G07
Revision Number : 00
Revision Date : April 2018



1. Purpose:

- To ensure compliance of all laundries with the public health requirements set forth by Trakhees Health Section.
- To ensure the implementation of unified 'Health Requirement Program' in all laundry shops in the jurisdiction of Trakhees – Ports, Customs & Free zone Corporation, Dubai

2. Scope:

The health requirement norms are applicable to all Laundries operating in the Jurisdiction of Trakhees – Ports, Customs & Free zone Corporation, Dubai.

3. Responsibility:

- Director, Inspection Department
- Manager, Retail & Commercial
- Senior Officer, Retail & Commercial
- Officers, Retail & Commercial

4. Details of implementation:

4.1. License

- 4.1.1. A valid professional trade license issued by Trakhees Licensing Division/JAFZA should be available.

4.2. Documents

- 4.2.1. 4.2.1 EPHS required documents like Building Completion Certificate / Activity Verification Certificate should be obtained from Trakhees CED and Retail & Commercial section respectively.
- 4.2.2 Assigned staff should obtain Occupational Health Cards (OHC) issued from Trakhees (04 4364652/04 4364639)
- 4.2.3 Updated Staff list and OHC Inspection form should be available.
- 4.2.4 Pest Control contract from an approved third party should be available in facility along with the records of operations.
- 4.2.5 Cleaning records should be available

4.3. Staff

- 4.3.1. Staff members should wear clean uniforms during working hours.
- 4.3.2. Staff members should maintain their personal hygiene at all times.
- 4.3.3. All employees shall be trained for ensuring safety for all related work procedures related to machines and its operation.



4.3.4. Employees shall be properly instructed regarding the hazards of their work place and should be instructed to follow safe practices by dissemination of information given through bulletins, printed rules, and verbal instructions.

4.3.5. Safety shoes/boot, apron, gloves, goggles should be provided depending upon the type of operation.

4.4. Fumes/ Vapours

4.4.1 Every laundry which uses chemicals for bleaching shall employ effective measures to prevent the accumulation of vapours and inhalation by workers in any workroom.

4.5. Workers

Workers and others handling soiled/dirty clothes shall be warned against coming in contact with the eyes, mouth, or any part of the body on which the skin has been broken by a scratch or abrasion; and they shall be cautioned not to touch or eat food until their hands have been thoroughly washed.

Guidelines must be provided to provide corrective measures and required actions in any case that the above mentioned emergency happens.

4.6. Table tops, shelves, and machine woodwork.

Table tops, shelves, and machine woodwork shall be constructed of materials properly surfaced, finished free from splinters, and should be properly maintained.

4.7 Regular checks and maintenance should be done for machines / rollers used for pressing long sheets.

4.8- The nip at the in-running side of the rolls shall be provided with a guard extending across the entire length of the nip and arranged to prevent accidents such as fingers of workers from being pulled in between the rolls and between guard and the rolls while doing its function of allowing the cloth to be fed into rolls safely.

4.9- Additional stop bars/switches shall be provided for emergency stop.

5. Storage of Chemicals

5.1. Chemicals used in laundry services shall be stored in a separate room identifying them as corrosive, flammable and incompatible chemicals. Precautions in handling chemicals as given in the material safety data sheet shall be followed.

5.2. Bleaches shall be separated from all other chemicals and from any rags, grease or other combustible materials.

5.3. The chemicals drum / containers shall be properly labeled.

6. The facility should provide the following:

6.1 Sufficient number of separate Laundry carts/basket shall be available

6.2 Laundry basket/carts shall be clearly marked for washed/unwashed cloth



- 6.3 Sufficient number of separate shelves or rack for clean clothes shall be available.
- 6.4 First aid box replenished with medicine with valid shelf life
- 6.5 Waste bin with cover for waste collection should be provided.
- 6.6 Ceramic Hand wash basin should be provided with liquid hand soap.

7. General requirements

- 7.1 No Smoking signs should be displayed in the entrance.
- 7.2 Emergency numbers must be displayed in the facility.
- 7.3 Accommodation & cooking are not allowed in the facility. Food products should not be stored in the facility.
- 7.4 General cleanliness (i.e. below the ironing tables, corners of wall, drawers, cabinets, under the sink, pantry area, curtains, work area, exhausts, wash rooms etc.) should be implemented for effective cleaning and disinfection to ensure hygiene within the facility.
- 7.5 Unwanted/ unused and personal belongings should not be stored & kept inside the facility.
- 7.6 Cloth used for ironing should be kept cleaned at all times.
- 7.7 Chairs/ Sofa / Curtain: made of absorbent material are not be kept inside the facility.

8. Delivery Van

- 8.1 Provide sufficient number of separate laundry bags for collecting washed/unwashed cloths.
- 8.2 Delivery van shall be provided with aluminum sheet to keep the laundry bags.
- 8.3 Provide rack or hanger to keep the cloth.
- 8.4 Daily cleaning checklist shall be available.
- 8.5 Keeping clean and dirty cloth separate in the delivery vehicle.
- 8.6 Staff/Driver handling the cloth should obtain valid Occupational Health Card (OHC) issued from Trakhees (04 4364652/04 4364639)