1. Before putting on a mask, wash hands with alcohol-based hand rub or soap and water.

2. Cover mouth and nose with mask and make sure there are no gaps between your face and the mask.

3. Replace the mask with a new one as soon as it is damp and do not re-use single-use masks.

4. To remove the mask: remove it from behind (do not touch the front of mask); discard immediately in a closed bin; wash hands with alcohol-based hand rub or soap and water.