

## Cleanroom entry rules

### Introduction

It is only allowed to access the cleanroom while wearing a cleanroom suit, overshoes and hood. These special clothes are provided to cover all personal clothing, shoes and hair. A special washing procedure ensures a minimum amount of particle and the clothes are sealed to prevent unnecessary contamination in storage and transport. All cleanroom clothes are available in sizes, extra-extra-small (EES), extra-small (ES), small (S), medium (M), large (L), extra-large (EL), and extra-extra-large (EEL). There is a possibility for even larger (EEEL), or smaller (EEES) sizes on request. All sizes can be found in storage in the closets.

### Personal hygiene

There are some advises that could be followed prior to access to maintain a clean working environment. Following these advises prevent unnecessary contamination of the cleanroom and the products that are produced. Some of these advises increase personal hygiene as well.

- Daily shower for removing loose skin cells and possible dandruff
- Shaving
- Clean and short fingernails
- Clean personal clothing
- Preferably no wool clothes
- Clean shoes and soles
- No rings or bracelets
- No smoking before entry (at least half an hour)
- Long hair in a ponytail or knot

### Clean cleanroom clothes

Cleanroom clothes have to be cleaned every week, even if the clothes are only worn for a few days. Put your cleanroom clothes in the dirty laundry bin at least once a week and take a fresh set of clothes. When going on holiday your cleanroom suit has to be removed from the hanger and put into the dirty laundry bin. Cleanroom suit and hood are personal. Cleanroom overshoes are not personal. These are places in the cabinets underneath the bench. These shoes will be removed every Monday.

If you find your cleanroom suit, hood or overshoes dirty, please put it into the dirty laundry bin and take a fresh one from the closets

## Dressing procedure

### Step 1

Cover your shoe with an overshoe and place your foot immediately at the clean side of the bench. Do not touch the ground on the dirty side of the bench while wearing an overshoe.



### Step 2

Put on the second overshoe and place your second foot on the clean side of the bench. Stick your shoe laces inside the overshoe as much as possible preventing it from dangling.

### Step 3

Put on the hood and make sure you cover your hair completely. Connect the bands underneath your arms to ensure the hood stays in place. Tighten the hood by pulling the belt at the back maintaining a snug fit. It is possible to wear a woven hair cover beneath the hood.





An additional beard mask is mandatory for those wearing a beard. This mask has to be connected to the inside of the hood with press-studs.



#### Step 4

Put on the cleanroom suit by grabbing the suit at the cuffs and waist and prevent the trousers from contacting the ground as much as possible.



### Step 5

Put in your arms and close the zipper all the way to the top. Close the press-stud beneath your chin



### Step 6

Put on cleanroom gloves. The gloves do not have to cover the cleanroom suit cuffs. If the trousers are too long, please close the press-studs. Otherwise leave it open.

Now you are ready to enter the cleanroom



## Undressing procedure

### Step 1

Remove the cleanroom gloves and dispose them into the designated bin.



### Step 2

Open the cleanroom suit and remove arms from the sleeves. Take the suit by the waist and remove legs from the trousers. Try to avoid the suit from touching the ground as much as possible. Place the suit on your personal hanger.





### Step 3

Open the hood and remove it from the head. If necessary loosen the band behind the head for easy removal. Place the hood on the hanger with your suit. Remove an extra woven hair cover if wearing one.



### Step 4

Remove the first cleanroom overshoes and place your foot on the dirty side of the bench, followed by the second foot. Place the overshoes in the cabinet beneath the bench. Now you are ready to leave the cleanroom

