ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi – 110029


Subject: STANDARD OPERATING PROCEDURE (SOP) for extended use of N-95 masks for personal safety of Health Care Workers (HCW) at AIIMS. *

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1. You have been provided with five N-95 masks. You have also been provided with 4 small brown covers numbered 1,2,3& 4 as well as a large brown cover. (If not ask your indenting official to collect it from PRC).
2. Place each N-95 mask in separate small paper bags and mark both the mask and the bag as 1,2,3, and 4. Fifth mark is being issued as a reserve.
3. On day 1, wear the mask no.1 when you step out for duty. Learn to wear the mask correctly. This is very important. The Infection control team in your area will explain the method to you.
4. After you return home, place the used N-95 in paper bag no.1 & let it dry out for 4 days. Sunlight is not necessary. DO NOT THROW AWAY THE MASK.
5. On day 2, use mask number 2 when you go for duty. After you return home, place the used N-95 in paper bag no.2 & let it dry out for the next 4 days.
6. Do the same for day 3 and day 4.
7. Use the N-95 mask no. 1 on day 5 again. For eg. if you start using mask no.1 on Wednesday 8th April, it is available for reuse on Sunday 12th April 2020.
8. Repeat the exercise until all 4 masks have been used 5 times as recommended by CDC, Atlanta, USA*. All four will be used up in 20 days (in this example on Monday 27th April 2020).
9. These “personal use” N-95 masks will not be treated and reused.
10. Bring all 4 masks in the big brown bag, throw them in the yellow waste bin in your ward/area or posting are report to the indenting nurse.
11. You will be issued 05 new N-95 masks, after 20 days.

The AIIMS administration is committed to keeping all its staff safe.

( DR. D.K. SHARMA )
MEDICAL SUPERINTENDENT

*(Center for Disease Control and Prevention, Atlanta, USA :Recommended Guidance for Extended Use and Limited Reuse of N95 Filtering Facepiece Respirators in Healthcare Settings).

Copy to:

1. Chief(s) of all Centres & Head(s) of all the departments.
2. All Faculty of Hospital Administration & All Hospital Officers.
3. Medical Superintendent / Addl. M.S. of all centres.
4. Prof. In-charge Computer Facilty (with a request to circulate it on content provider).
5. CNO (with additional copies for all patient care areas).
6. Control Room.


Developed by the Hospital Infection Control Committee, AIIMS for COVID-19 Response task force, AIIMS for AIIMS staff