



**LIFE & WORK**

DO NOT  
UNDERESTIMATE  
PERSONAL  
HYGIENE



The following information has been provided to help you integrate into the everyday life of our society. We surely believe that you do not want to raise any undesired attention due to a lack of cleanliness, bad odor or inappropriate behavior.

**Body** – it is taken for granted that you have a bath or shower every day. After working within a filthy environment, demand that your employer provide you with the opportunity to shower or wash yourself. If you have a tendency to excessive sweating, you will not go wrong with a modest use of personal deodorant.

**Hands** – hand washing is the foundation of preventing the spread of microbes and infection. Wash your hands properly before eating, after using the toilet and after you've finished working with something unclean. Remember to cut your fingernails and keep them clean.

**Teeth** – we brush them every morning and evening. Your possible unpleasant breath may cause problems while communicating with other people.

**Nose, mouth** – be careful when sneezing, yawning, coughing and blowing your nose. Cover your mouth with your hand and remember to use a clean handkerchief, preferably a paper tissue, every time. Sniffing one's nose is disgusting!

**Hair** – practically cut, washed and combed (or pulled back) hair will be an asset to your overall appearance.

**Clothing, shoes** – make sure that your plain clothes and work clothes and shoes (socks) are clean. Change your clothes for work and demand a locker or a place where you can keep your work clothes at the workplace. Work clothes shall only be worn at the workplace – they shall not be worn in public areas and on public transportation.