



MENSTRUAL HYGIENE MANAGEMENT GUIDE FOR FACTORY GUARDS





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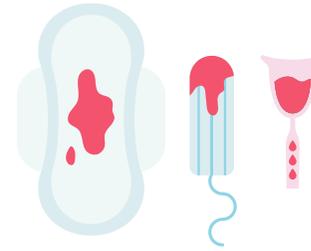
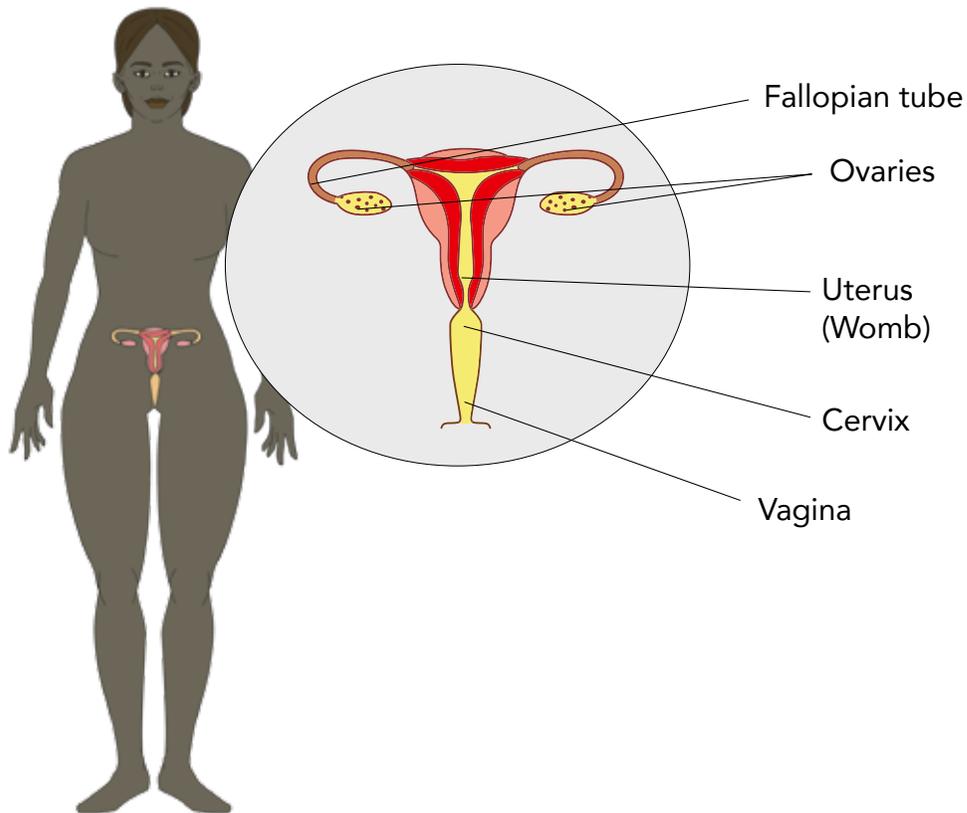
**PART 1:
UNDERSTANDING MENSTRUATION
IN THE WORKPLACE**

1

UNDERSTANDING MENSTRUATION IN THE WORKPLACE

What is menstruation?

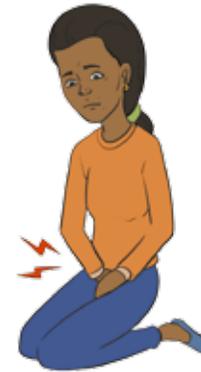
Menstruation is a natural process that happens among most non-pregnant women approximately every month from puberty until menopause. It is when blood and tissue flow out of the vagina. This process is also referred to as the time when a woman gets her "period".



Is menstruation dirty?

Many women worry that menstruation is dirty because menstrual blood might have an odor or because some people think that it's impure. There is nothing dirty or unhygienic about menstrual blood or menstruation.

Does every employee have the same experiences with menstruation?



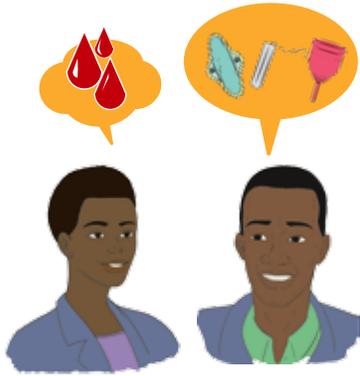
Although most women menstruate, they don't all have the same experiences. Some women may have little or no blood, while others have heavy menstrual flow. Also, some experience little to no pain with their periods, while others have a lot of pain and may need to see the first aider to manage the discomfort. Factory guards should direct employees who complain of menstrual pain to the first aider.

Are period stains at work shameful?



Menstrual blood can leak and stain work clothes for many reasons. Factory guards shouldn't make employees feel guilty, afraid, or ashamed when this happens. Instead, if a woman has stained her work clothes, a factory guard can let her know politely and privately without embarrassing her or calling the attention of others.





Is it okay to talk about menstruation at work?

Yes, discussing menstruation openly and respectfully should be acceptable in the workplace. It is not attention-seeking or unprofessional. Just like employees can talk about other aspects of their health or lives, women can discuss menstruation with each other. A good factory guard creates a supportive environment for women that is respectful, kind, and judgement-free.



Is menstruation just a women's issue?

No! All of us – including men – have a role to play in creating a shame-free and supportive work environment for menstruating employees. Factory guards should listen to menstruating colleagues without being dismissive, defensive, or offensive. They should also be kind and supportive when employees need to use the toilet to manage their menstruation.





**PART 2:
CREATING A SUPPORTIVE
ENVIRONMENT FOR EMPLOYEES
WHO MENSTRUATE**

2

CREATING A SUPPORTIVE ENVIRONMENT FOR EMPLOYEES WHO MENSTRUATE

Menstruation doesn't stop when employees enter the workplace. Instead of creating more challenges for employees, factory guards should create a work environment that allows all employees to have better menstrual experiences.



How it is:

Part of a factory guard's job involves checking employees' bags when they enter or exit the workplace. This can make women who might have blood-soaked and used menstrual products in their bags worried that the factory guard will know that they are on their period.

Employees deserve guards who:

Don't call attention to women carrying menstrual pads in their bags and don't make jokes about menstruating employees.



How it is:

Factory guards distribute pieces of toilet paper to employees. Due to limited access, menstruating employees may be forced to use other materials like pieces of cloth or rags in place of toilet paper. Using these materials can cause harmful infections and can damage toilet infrastructure.

Employees deserve guards who:

Offer as much toilet paper as an employee needs and do not question or mock them for needing extra. Guards should understand that women employees need enough toilet paper to manage their personal and menstrual hygiene.

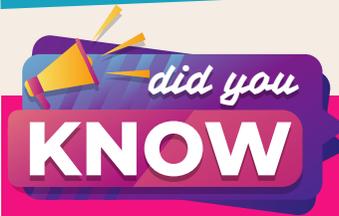


How it is:

Factory guards often control employees' access to toilets. Limited access to toilets can negatively affect employees' health and hygiene, especially when it comes to managing menstruation at work.

Employees deserve guards who:

Allow women to use the toilet when they need to, without limiting or questioning them. Guards should ensure that women can access clean toilet facilities in order to change their menstrual products as often as required.



- Workplaces around the world are starting to support menstruating employees by allowing flexibility in work schedules, such as offering more breaks.
- By understanding the needs of menstruating employees, you are helping to create a supportive workplace.





**PART 3:
ADDRESSING MENSTRUAL STIGMA
IN THE WORKPLACE**

3



What is menstrual stigma?

Stigma associated with menstruation. This stigma is deeply rooted in cultural taboos, social and religious beliefs, sexism (discrimination against women), and lack of information, which results in negative effects and unfair treatment of people who menstruate.

What is period shame?

This is when women feel or are made to feel embarrassed because they menstruate. No one should feel or be made to feel ashamed because of a natural process.

What is a myth?

A belief that many people have that isn't true.

What is a taboo?

Something that is not acceptable to say, do, or believe in, usually because of social, religious, or cultural practices.



How can we reduce menstrual stigma and period shame?

Many myths, taboos, and misinformation about menstruation in society also exist in the workplace. To address menstrual stigma and period shame, we must replace misinformation with accurate information.



Myth:

Women must bear and suffer their menstruation in silence - especially in the workplace!

Facts:

Menstruation is a natural process which can be kept private, but if employees want to talk about their menstrual experiences and needs, they should be able to do so freely. It is everyone's responsibility to create a culture of acceptance, respect, and kindness at work.



Myth:

Menstruation is something women should just persevere through!

Facts:

A woman should not have to suffer while menstruating. Everyone in the workplace can help women have more manageable menstrual experiences at work.





Myth:

Menstruation is dirty and shameful!

Facts:

Menstruation is a natural process that helps prepare the body for potential pregnancy.



Myth:

Leaking or staining work clothes with menstrual blood is shameful!

Facts:

Menstrual blood can leak and stain work clothes for many reasons. Factory guards shouldn't make employees feel guilty, afraid, or ashamed when this happens. Instead, they should direct employees to the first aider to get fresh clothes or menstrual products.



Myth:

Discussing menstruation in the workplace is attention-seeking, shameful, and immature!

Facts:

Employees who talk about menstruation at work aren't immature or attention-seeking. Menstruation can affect their workplace experiences in many ways, and factory guards should listen to employees respectfully when they speak about menstruation-related issues. They also shouldn't discuss or gossip about employees' menstrual experiences with other people.



Myth:

Menstruation is a burden that women need to bear privately!

Facts:

Menstruation isn't something women have to experience alone and in silence, especially if it means that they're in excessive pain at work. Just as we support other employees who are pregnant, have injuries, or have health-related needs, we can also find ways to support employees who menstruate. Factory guards can support women by allowing them to take breaks or rest when they're in excessive pain.





**PART 4:
DO'S AND DON'TS OF WORKPLACE
MENSTRUAL HYGIENE MANAGEMENT
(MHM) FOR FACTORY GUARDS**

4

PART 4

DO'S AND DON'TS OF WORKPLACE MENSTRUAL HYGIENE MANAGEMENT

<p>DON'T: Spread misinformation and menstrual stigma.</p> 	<p>DO: Treat menstruating employees with respect and kindness and avoid gossiping about someone's menstruation.</p>
<p>DON'T: Make offensive jokes and remarks about menstruation.</p> 	<p>DO: Report offensive jokes, comments, and other instances of harassment when you observe them, and maintain employees' privacy. Menstruation is a biological process - not something to mock.</p>
<p>DON'T: Gossip about or mock a woman when menstrual blood stains her clothes.</p> 	<p>DO: Tell her politely and privately without embarrassing her or calling the attention of others.</p>

