

SSIO UK Visors Project



Step by step instructions to make Visors

Please read the entire document first before commencing

1. **Materials which goes into making the visors** - (P) Indicates items provided centrally
 - (P) Acetate Sheet - 33cm x 20cm (minimum 240 microns maximum 300 microns)
 - (P) Foam sheet – 23cms x 3 cm (1" thick) per visor
 - (P) Elastic – 32cm per visor (1" thick)

Tools required

- Hot glue gun
- Stapler
- Thick paper / card to make the stencils
- Pencil and/or ink marker
- Ruler
- Scissors
- Electric kitchen knife (optional cuts foam easily) / Knife / scissors
- Gloves
- Masks

***If you cannot locate a mask, then a **thick layer** of bandanas can be used as an alternative. Good test to see the strength, is to try blowing out a candle whilst wearing it– if blows out, it needs to be thicker!

Other essentials you may need

- Sponge
- Rags
- Disinfectant
- Suitable size box to pack the visors for storage and dispatch
- Tape for sealing the boxes



Acetate sheet
33 cms x 20 cms - 250 microns

A4 sheets will not work, you will need to get at least an A3 sheet to cut into correct dimensions.



Foam sheet
3 cms x 23 cms (1" thick) per visor

Foam sheet will have to be cut in the right size



Elastic
32cm long per visor



Hot glue gun



Stapler



Electric kitchen knife
Makes foam cutting easy

Receiving Materials

Checklist for what to do on receipt of materials

- a. Use gloves and antibacterial spray when receiving parcels containing materials.
- b. You should receive 3 parcels containing Acetate Sheets, Foam sheet and elastic.
- c. Spray parcels in plastic packaging with antibacterial spray and wipe it clean and move them to a separate quarantine area.
- d. Leave parcels in quarantine area for 3 days before opening the packages.

Making the visors: Begin with a prayer to Baba to guide us and guard us.

NOTE: The following instructions of making the visors are a guideline – other methods that achieve the same results can also be used as long as it's safe to do so

Step 1: Hygiene

- Wash your hands
- Wear gloves and masks
- Wipe/spray your area of work with disinfectant



Step 2: Prepare the stencils

*****Note: It is important to make one off first to prove out the process and minimise waste due to errors / mistakes. Only cut to size once you have successfully made the first item.**

2.1 Acetate Stencil

- Use thick paper/cardboard, pencil and ruler to make a stencil
- Stencil dimensions for the acetate: **33cm horizontal x 20cm vertical** (see image below)
- Dimensions of curve: **3cm by 3cm** (TIP: Use a tin can to help draw the curve)



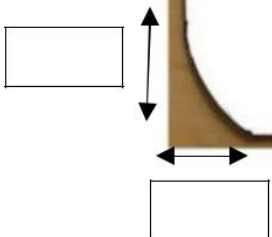
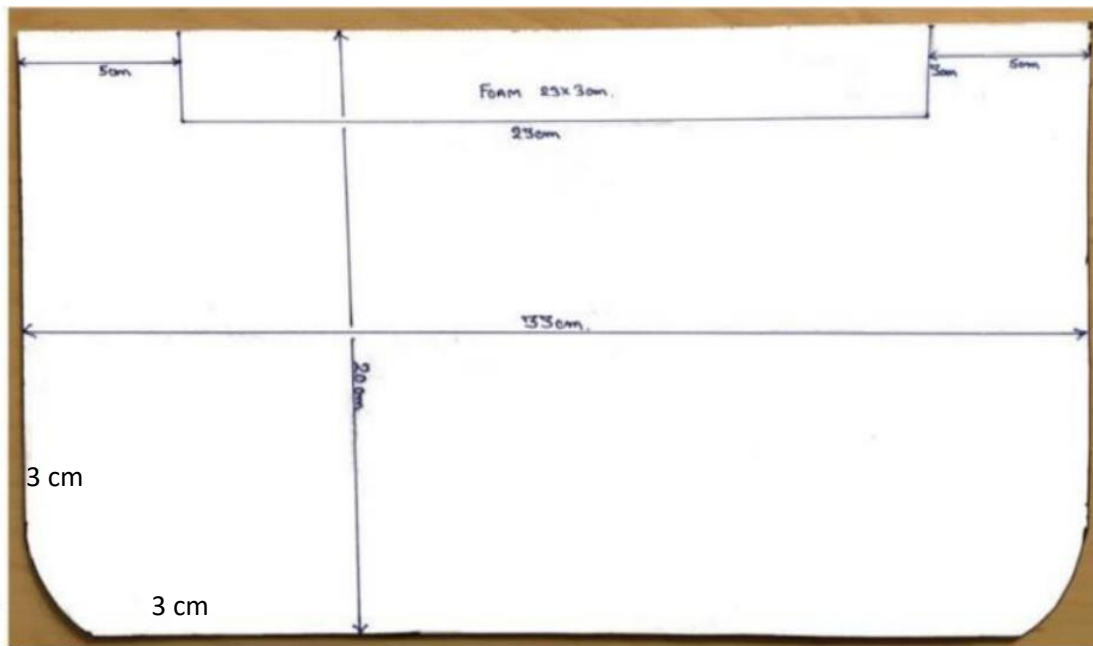
Image of the acetate stencil drawn up with correct dimensions.
TIP: Draw the complete 33cmx20cm rectangle first before adding 3cmx3cm curve

Use a tin can (or other alternative) to help draw the **3cm x 3cm curve**



Use a tin (or another alternative) to help draw the **3cm x 3cm curve**

The Cut out of the Acetate stencil can be found in the image below:



**Cut Acetate Sheet Stencil to mark on acetate sheet
33cms x 20cms**

Try to cut this on a thick paper so that it is easy to use this as a stencil

2.2 Foam stencil

- Prepare stencil dimension for the foam or alternatively you can draw directly around the foam: **23cm horizontal x 3cm vertical** (see image below)



Cut Foam Stencil
23cms x 3cms

Step 3: Trace onto the materials

- Now that the stencils are cut up, use these to trace onto the Acetate and Foam, as shown below.



Stencil for acetate being used to draw on top of the acetate – **TIP:** Use bit of masking tape or alternative to stop the acetate moving out of position

Step 4: Carefully cut the Acetate and Foam



*****Note: Please ensure there are no rough edges and recycle any cut offs**



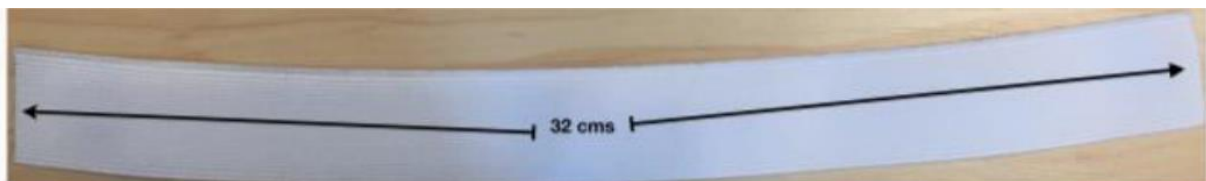
Step 5: Attach the Foam to the Acetate

-Carefully apply hot glue to the edge of the foam and position the foam on the acetate using a measurement of 5cm either side of the foam to make sure it is positioned centrally as seen in the images below:



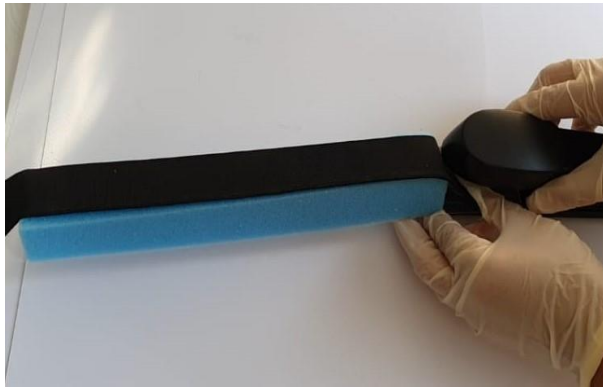
Step 6: Prepare the Elastic

-Cut a length of elastic 32cm long



Step 7: Attaching the Elastic to the Acetate

- Lay the elastic on the same side as the foam as shown below.
- Use the stapler to staple each end of the elastic to either side of the acetate as shown in the images below. Make sure when stapling the elastic, the smooth side should be at the front of the visor. Although the image below is showing a single staple it is recommend putting 2 staples at each end.



Step 7: Clean visors with antibacterial spray/wipes and store in a clean place

- Pack in clean bags/boxes
- Be diligent throughout the process to ensure that the end users' safety is not comprised in any way
- Collectively infuse positive vibrations throughout the process by chanting prayers and devotional songs
- Add a label on the packing with a date of when the visor was made and who by
- If volunteers want add Swamis quote such as Love All Serve All on the packing

Please liaise with your Service coordinator to arrange delivery

***Thank you for participating in this service to
our fellow brothers and sisters who are
providing healthcare on the front line.***

Stay Safe

Sai Ram

Love All Serve All