

Effective Date: 04/20/2020

(subject to change)

## **Background**

CDC is now suggesting individuals in public settings wear cloth face covers to help slow the spread of the virus that causes COVID-19.

Cloth face coverings, such as cloth or homemade masks, may help slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others through asymptomatic spread.

It is important to continue all other infection prevention measures as well to prevent contaminating oneself or the environment and potentially others.

This is very fluid situation and there will be ongoing assessment and enhancement of mask guidance in all areas.

https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover.html

## **Cloth Face Covering Policy**

Wyffels Hybrids is supportive of employees using a cloth face covering based on the recommendations of CDC.

In limited situations where an employee cannot maintain the 6ft social distancing, it is *required* for the employees to wear a cloth face covering.

The cloth face cover is not intended to replace social distancing, but we do recognize there may be essential tasks that need to be completed where social distancing is a challenge.

Departments may require the cloth face covering in additional situations deemed appropriate for the business.

We are in the process of resourcing several options, and will make them available for use.

# Frequently Asked Questions for Personal Cloth Face Covering

#### What are the best ways to prevent the spread of COVID-19

Continuing to practice social distancing, performing hand washing often, avoid touching your face, monitoring yourself for potential signs and symptoms of infection and staying home when ill (sick).

#### What Wyffels employee should wear a cloth face covering?

All employees can wear a personal cloth face covering if desired. When not able to social distance during certain routine tasks it is recommended to wear a cloth face cover.

# What type of personal cloth face covering can be worn?

Any scarves, buffs, gator, balaclava, bandana, or homemade face covering may be worm.

#### When should a personal cloth face covering be worn by a Wyffels employee?

When in a public or shared area of any Wyffels settings where social distancing is difficult to maintain.

# What is the proper way to wear a cloth face covering?

Cloth face covering should fit snugly but comfortably against the side of the face, while allowing for breathing without restriction.

#### How should a cloth face covering be removed?

Individuals should be careful not to touch the front of the mask, their eyes, nose, and mouth when removing their cloth mask and wash hands immediately after removing.

## How should I care for a cloth face covering?

You need to wash your cloth face covering frequently, ideally after each extended use, or at least daily. If you must re-wear your cloth face covering before washing, wash your hands immediately after putting it back on and avoid touching your face. Maintain proper hygiene with the cloth face covering when storing it between uses to ensure it doesn't get contaminate or become contaminated.

#### Can a personal cloth or homemade face covering be worn for multiple days?

Not without routine cleaning of your cloth face covering. When the cloth face covering becomes moist, soiled or potentially contaminated it needs to be washed. If a cloth face covering is not kept clean, the cloth face covering itself can become a hazard to you.

#### How should a cloth face covering be washed?

CDC suggests, a washing machine should suffice to properly wash a cloth face covering. It is advised to wash cloth face covering at home, because it is not being used as personal protective equipment. The cloth face covering is meant to prevent you from transmitting the virus to others through asymptomatic spread.