

## ***A message from our health services manager***

# **The DOs and DON'Ts of Face Coverings**

COVID-19 has certainly changed many of our daily life routines. One of those is the recommendation to now wear facial coverings or masks when in public. In fact, our company now requires employees to wear a facial covering when working within 6 feet of others. This is an important step we can all take to stop the spread of infection of COVID, as well as other infectious illnesses like colds, flu, and gastrointestinal viruses.

### **Frequently Asked Questions**

**Question: Do I have to wear a facial covering if I work in a cub or an office with a cubicle separating me from my coworkers?**

**Answer:** If there is a physical barrier between you and coworkers, and you are more than 6 feet away from others on the open side of a cubicle, or other physical barrier, you do not have to wear a facial covering. However, when you move away from your station and walk into a common area, you should now wear a facial covering.

**Q: Do I have to wear a facial covering if I work outside and am not in contact with others fewer than 6 feet away?**

**A:** No, you do not have to wear a facial covering in this situation. But, it is necessary to wear one when you go into a breakroom, restroom, or other public area. Therefore, you should have a facial covering available at all times.

**Q: Can I make and wear my own facial covering, or do I have to wear a medical-type mask?**

**A:** You are encouraged to wear your own cloth facial covering, which is often more comfortable. It is important to wash your facial covering daily and replace it if it's torn or damaged. Paper procedure masks should be discarded in the trash and a new one worn each day.

**Q: How do I wear a facial covering or mask correctly?**

**A:** Proper use is very important. See the "Dos-and-Don'ts" infographic (below) for great guidance.

If you have other questions, or if you have a medical condition that makes wearing a facial covering more difficult, please contact me or your site occupational-health nurse for assistance.



**Collene  
Van Mol, RN**

# HOW TO WEAR A MEDICAL MASK SAFELY

[who.int/epi-win](http://who.int/epi-win)

## Do's →



Wash your hands before touching the mask



Inspect the mask for tears or holes



Find the top side, where the metal piece or stiff edge is



Ensure the colored-side faces outwards



Place the metal piece or stiff edge over your nose



Cover your mouth, nose, and chin



Adjust the mask to your face without leaving gaps on the sides



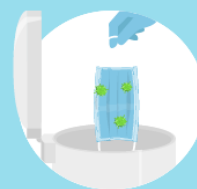
Avoid touching the mask



Remove the mask from behind the ears or head



Keep the mask away from you and surfaces while removing it

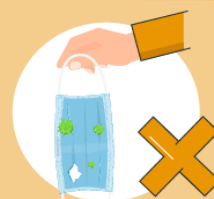


Discard the mask immediately after use preferably into a closed bin



Wash your hands after discarding the mask

## Don'ts →



Do not Use a ripped or damp mask



Do not wear the mask only over mouth or nose



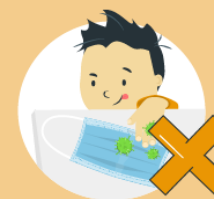
Do not wear a loose mask



Do not touch the front of the mask



Do not remove the mask to talk to someone or do other things that would require touching the mask



Do not leave your used mask within the reach of others



Do not re-use the mask

**Remember that masks alone cannot protect you from COVID-19. Maintain at least 1 metre distance from others and wash your hands frequently and thoroughly, even while wearing a mask.**