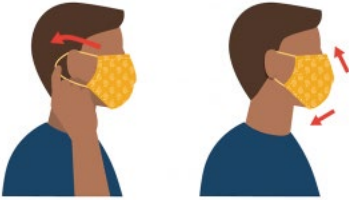


Cloth Face Covering Usage and Care Instructions

Every employee working on campus will receive a pack of 5 cloth face coverings – one for every workday.

Face coverings are meant to protect others in case you are infected and do not yet show symptoms. Face coverings are not considered a primary way of protecting yourself from infection. The primary way to protect yourself from infection is to maintain physical distance of at least 6 feet from other people and to wash your hands frequently.

Donning face covering



- Wash your hands with soap and water for at least 20 seconds or use hand sanitizer.
- Handle only by the ear loops.
- Put on the face covering and adjust as necessary to ensure coverage of both mouth and nose as well as snug and comfortable fit
- **Don't** put the face covering around your neck or up on your forehead.
- **Avoid** touching the face covering, and, if you do, wash your hands immediately or use hand sanitizer to disinfect.

Doffing face covering

- Handle only by the ear loops
- Fold outside corners together
- Place the covering in a plastic bag or washing machine. Do not shake it to remove dust or debris.
- Be careful not to touch your eyes, nose, and mouth when removing and wash your hands immediately after removing.

Washing face coverings

Face coverings can be washed in a washing machine with other laundry on a warmest setting recommended by manufacturer. Use regular laundry detergent. Washing by hand with soap and warm water is also an option.

Face coverings can be dried in a dryer using highest temperature setting and left till completely dry. Air drying could be done by laying it flat and allowing to dry completely. If possible, place the face covering in direct sunlight till completely dry. Face coverings which are not completely dry may inhibit breathing and can be fertile ground for bacterial growth.

Repeat washing and drying may lead to shrinkage and improper fit of the face covering. It is important to monitor the fit of the face covering and report issues to your supervisor.

Other considerations:

- Do not share your face covering with others
- Bring a spare face covering to work in case yours gets soiled and needs to be swapped.
- Face coverings should not be worn by anyone who has trouble breathing – consult with your health care provider if you experience trouble breathing while wearing a face covering.

References:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>