Information for Personnel Using Face Covers

Cloth or disposable face coverings or face masks can be worn to limit the potential transmission from pre-symptomatic or asymptomatic carriers of COVID-19. This type of face covering does not provide personal protection but may protect those around you.

Fermilab and CDC guidance continue to promote social distancing with requirements to follow when that is not possible.

Face coverings are available in the stockroom: disposable (2650-051000) or launderable cloth (2650-051500).

When using a face cover, you should do the following:
1. Read and heed all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the face cover limitations.
2. Wash your hands before and after touching and adjusting the cover.
3. Keep track of your face cover so that you do not mistakenly use someone else's face cover.
4. Face coverings should be kept in a paper bag or similar container that prevents it from becoming contaminated while not being worn.
5. If the face cover is not launderable, dispose of it when it becomes soiled.
6. Dispose of damaged face covers or those that no longer function as intended.

Use a Cloth Face Covering to Protect Others

CLOTH BARRIER

- Wear a face covering to protect others from the virus that causes COVID-19 in case you're infected but don't have symptoms

- Keep the covering on your face the entire time you're in public

- Don't put the covering around your neck or up on your forehead

CDC

CS 316439A   April 20, 2020 10:47 AM

cdc.gov/coronavirus

How to put on a face mask

1. Clean your hands with soap and water or hand sanitizer before touching the mask.
2. Remove a mask from the box/bag and make sure there are no obvious tears or holes in either side of the mask.
3. Determine which side of the mask is the top. The side of the mask that has a stiff bendable edge is the top and is meant to mold to the shape of your nose.
4. Determine which side of the mask is the front. The colored side of the mask is usually the front and should face away from you, while the white side touches your face.
5. Follow the instructions below for the type of mask you are using.
    a. Face mask with ear loops: Hold the mask by the ear loops. Place a loop around each ear.
    b. Face mask with ties: Bring the mask to your nose level and place the ties over the crown of your head and secure with a bow.
    c. Face mask with bands: Hold the mask in your hand with the nosepiece or top of the mask at your fingertips, allowing the top headband to hang freely over the front of the mask. Bring the mask to your nose level and pull the bottom strap over your head so that it rests at the nape of your neck. Pull the top strap over your head so that it rests over the crown of your head.
6. Mold or pinch the stiff edge to the shape of your nose.
7. If using a face mask with ties: Then take the bottom ties, one in each hand, and secure with a bow at the nape of your neck.
8. Pull the bottom of the mask over your mouth and chin.

How to remove a face mask

1. Clean your hands with soap and water or hand sanitizer before touching the mask.
2. Avoid touching the front of the mask. The front of the mask is contaminated. Only touch the ear loops/ties/band. Follow the instructions below for the type of mask you are using.
    a. Face mask with ear loops: Hold both ear loops and gently lift and remove the mask.
    b. Face mask with ties: Untie the bottom bow first then untie the top bow and pull the mask away from you as the ties are loosened.
    c. Face mask with bands: Lift the bottom strap over your head, then pull the top strap over your head.
3. Throw the mask in a lined trash receptacle. Clean your hands with soap and water or hand sanitizer.