

Appendix B – WCRC Face Mask Protocol

Updated 11/10/2020

Definition of a Face Mask

A face mask is a “tightly woven cloth or other multi-layer absorbent material that closely covers an individual’s mouth and nose.”

According to current guidelines from the CDC, the effectiveness of face shields, scarves, gaiters and bandanas is unknown AND they no longer meet the definition of a face mask. Face shields, scarves, gaiters or bandanas **may not** be used as a substitute for a face mask at WCRC.

Protocol

1. Indoors:

- a. A face mask must be worn inside a WCRC facility, including garages, restrooms and hallways, whenever an employee leaves their assigned workspace (office, cubical, vehicle, mechanics’ bay).
- b. All staff shall wear a face mask when entering an “enclosed public space” during the workday. For example: a grocery store or gas station.
- c. Authorized visitors to any WCRC facility are required to wear face coverings per this protocol.

2. Outdoors:

- a. All staff or authorized visitors working at a WCRC jobsite, shall wear a face mask when maintaining 6 feet of social distancing is not possible.

If employees must gather indoors or outdoors during the workday, face masks must be worn by all employees during the gathering.

Employees who violate this protocol will be subject to the Progressive Discipline Policy.

Equipment

- WCRC has cloth masks available for staff to use at work.
- Staff are responsible for laundering cloth face masks provided by WCRC. Masks should only be worn for one day and then laundered on the hottest wash setting. A previously worn cloth mask should not be reworn without washing.
- Staff may use their own homemade masks if following [CDC recommendations for DIY cloth face coverings](#).

Sources

- State of Michigan Department of Health and Human Services Emergency Order [“Gatherings and Face Mask Order”](#), dated October 29, 2020
- [MIOSHA Emergency Rules for Coronavirus Disease 2019, Rule 7](#), dated October 14, 2020
- [CDC’s About Face Coverings – How to Select, Wear and Clean Your Mask](#)