

Petersburg Borough

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UNIVERSAL MASK POLICY

To further reduce the risk of spread of COVID-19 among our workforce and community, Petersburg Borough will institute a comprehensive universal mask policy for all Borough employees or contract employees. This policy will be effective upon delivery of the masks to the employees, or on April 8, 2020 if an employee has access to a mask at the present time.

Community spread from people with or without symptoms is the most important mechanism of COVID-19 transmission. Social distancing is the most important public health approach to reduce the spread. In our workplace environments, we have adopted social distancing policies and procedures (alternative schedules, staggered shifts, telework...etc.). However, it still can remain a challenge to ensure such distancing with the variety of work duties and work sites, especially when providing services to the public. The Borough is working with local mask makers to provide each employee with a supply of masks to reduce the risk of spreading the virus at the work site or within the community. *Employees may use their own homemade masks if they wish. *

Prior to entering the work site or beginning a shift off-site, all employees/contractors **with access to masks** will don a mask.

Masks will be worn during the entirety of the shift (unless the employee has a separate and enclosed workspace where the door can be closed). *If you are alone in a vehicle that is only used solely by you, then you may opt to remove the mask while inside the vehicle. *

- Every effort should be made to **keep the mask clean and dry**; if the mask becomes wet or soiled remove it (store in plastic container/bag) and replace with a clean mask if available.
- Remove mask and follow the current personal protective equipment (PPE) guidelines.

After your shift

- Remove your mask carefully and place with the outside face down on a paper towel or paper bag (unless it is soiled or wet then see above).
- Hands should be washed or sanitized after removing your mask; wet or soiled masks should be laundered with hot water and detergent/soap and fully dried before use.

IMPORTANT FACTS:

- Wearing a homemade mask does not guarantee you from contracting COVID-19.
- The purpose of a homemade mask is to decrease the risk of transmission of COVID
- Wearing a mask does NOT exempt you from practicing social distancing.
- Continue to use exceptional infection control practices like frequent hand washing, avoid touching your face, and frequently clean high touch areas. High touch areas include but are not limited to the inside of vehicles, phones, desks, computers/keyboards...etc.