Guidance for the Proper Use and Care of a Face Covering

A face covering does not provide respiratory protection for the wearer, but by covering the mouth and nose the wearer is less likely to transmit the virus to others if he/she is infected. Because the virus can still be spread by an infected person who is not showing symptoms of illness, everyone is required to wear a face covering when social distancing (minimum 6 feet from another person) is not possible.

The mask does provide protection to the wearer by means of helping to prevent touching his/her mouth, eyes, or nose with unwashed hands that could potentially hold the virus.

Infectious droplets can enter through gaps between the mask and the face, so distancing and hygiene measures must still be followed when wearing a mask.

<table>
<thead>
<tr>
<th>Ensure Proper Fit</th>
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<tbody>
<tr>
<td>• Mask fits snugly &amp; comfortably against the face without any gaps</td>
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<tr>
<td>• Mask is secured with ties behind the head or with ear loops</td>
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<td>• Mask covers from under the bridge of the nose to below the chin</td>
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<tr>
<td>• Includes multiple layers of material</td>
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<td>• Allows for unrestricted breathing</td>
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<tr>
<td>• Is not worn if wet or contaminated</td>
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<td>• Is easily laundered and reused</td>
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Putting on a Mask (Donning)

1. Wash hands thoroughly with soap and water. If washing facilities are not available apply hand sanitizer and rub until dry.
2. Determine the inside and outside face of the mask. The stiff edge (if present on the mask) should be on the top to cover the nose bridge. The colored side facing out and white side facing in.
3. Hold the mask by the ear loops and place a loop around each ear or tie straps securely behind the head.
4. Mold or pinch the upper stiff edge (if present) to the shape of your nose and cheeks.
5. Pull the bottom of the mask over your mouth and chin. Ensure the mask covers the nose and mouth.
6. Avoid touching the front of the mask while wearing it.

Taking off a Mask (Doffing)

1. Wash hands thoroughly with soap and water. If washing facilities are not available apply hand sanitizer and rub until dry.
2. Avoid touching the front of the mask.
3. Hold the ear loops or straps to remove the mask.
4. If the mask is soiled or contaminated discard immediately or store safely for laundering.
   • If the mask is in good condition, it can be reused if stored carefully. Reusable face coverings should be laundered daily.
   • To store the mask for later use, place it in a container (Ziploc, paper bag, etc.) labeled with the user’s name. Only handle the mask by the straps.
5. Wash hands thoroughly with soap and water or apply hand sanitizer.
### Care and Maintenance of the Mask

- Follow manufacturer guidelines for the care and maintenance of a commercial face covering.
- Not all facemasks can be reused. If a facemask is soiled, damaged, or hard to breathe through, it must be discarded.
- Reusable facemasks should be removed following proper doffing procedures and stored between use in a clean, sealable paper bag or breathable container labeled with the user’s name. Don’t seal the container if the mask is damp, it must be completely dried or left in a container that can circulate air.
- Cloth face coverings should be washed either by hand or machine daily.
- Sanitize the container used to store the clean mask.

### Cleaning a Cloth Face Covering

#### Machine Washing

- Cloth face coverings can be included with your regular laundry.
- Use regular laundry detergent with the warmest temperature appropriate for laundry fabrics.
- Lay flat to air dry or use the high heat setting in a dryer until completely dry.

#### Hand Washing

- Carefully prepare a bleach solution by mixing 1/3 cup household bleach per gallon of room-temperature water (or 4 teaspoons bleach per liter of water).
- Check the bleach solution to ensure that it is approved for disinfection and is within the expiration date.
- Soak the face covering in the freshly prepared bleach solution for 5 minutes.
- Rinse thoroughly with water.
- Lay flat to air dry or use the high heat setting in a dryer until completely dry.

HOW TO WEAR A FACE COVERING

1. Clean hands with soap and water or apply hand sanitizer
2. Hold by ear loops and place a loop around each ear or tie straps
3. Mold or pinch stiff edge to shape of nose and cheeks
4. Pull bottom of mask over mouth and chin
5. Avoid touching front of mask while wearing it

HOW TO REMOVE A FACE COVERING

1. Clean hands with soap and water or apply hand sanitizer
2. Avoid touching front of mask. Only hold by loops or straps
3. Hold loops and gently lift to remove the mask
4. Place in paper/Ziploc bag for laundering. Discard in trash if cannot be reused.
5. Clean hands with soap and water or apply hand sanitizer