

Face Mask and Glove Guidelines

Statement: There is confusion regarding the effectiveness of wearing of non N95 respirators and/or retail purchased gloves for the slowing the spread of COVID 19. Due to high demand of PPE, we are also faced with a short supply of all masks. The guidelines below are to share the best advice for the use of masks and gloves.

Guideline: For our associates that would like to have a mask or gloves, we will provide these supplies under the following situations. If masks are not available, masks brought from home will be allowed.

- Supplies are available
- For the usage of masks, only after the associates review the below Mask Guidelines, from the WHO. For usage of gloves, only after the associate reviews and follows the Best Practices section for the wearing of gloves.
- Masks will be allowed to be reused by the same person but never shared.
- Gloves will be considered single use and not reused.

World Health Organization - COVID-19 advice for the public:



When to use a mask

- Wear a mask if you are coughing or sneezing.
- Masks are effective only when used in combination with frequent hand-cleaning with alcohol-based hand rub or soap and water.
- If you wear a mask, then you must know how to use it and dispose of it properly.

When and how to wear medical masks to protect against coronavirus

- Before putting on a mask, clean hands with alcohol-based hand rub or soap and water.
- Cover mouth and nose with mask and make sure there are no gaps between your face and the mask.
- Avoid touching the mask while using it; if you do, clean your hands with alcohol-based hand rub or soap and water.
- Replace the mask with a new one as soon as it is damp and do not re-use single-use masks.
- To remove the mask: remove it from behind (do not touch the front of mask); discard immediately in a closed bin; clean hands with alcohol-based hand rub or soap and water.



HOW TO PUT ON, USE, TAKE OFF AND DISPOSE OF A MASK



WHEN TO USE A MASK

For healthy people wear a mask **only if you are taking care of a person with suspected 2019-nCoV infection**

Wear a mask, **if you are coughing or sneezing**

Masks are effective only when used in **combination with frequent hand-cleaning with alcohol-based hand rub or soap and water**

If you wear a mask then you **must know how to use it and dispose of it properly**




HOW TO PUT ON, USE, TAKE OFF AND DISPOSE OF A MASK

Before putting on a mask, clean hands with alcohol-based hand rub or soap and water




HOW TO PUT ON, USE, TAKE OFF AND DISPOSE OF A MASK

Cover mouth and nose with mask and **make sure there are no gaps between your face and the mask**




HOW TO PUT ON, USE, TAKE OFF AND DISPOSE OF A MASK

Avoid touching the mask while using it; if you do, clean your hands with alcohol-based hand rub or soap and water




HOW TO PUT ON, USE, TAKE OFF AND DISPOSE OF A MASK

Replace the mask with a new one as soon as it is damp and **do not re-use single-use masks**




HOW TO PUT ON, USE, TAKE OFF AND DISPOSE OF A MASK

To remove the mask: **remove it from behind** (do not touch the front of mask); **discard immediately in a closed bin;** **clean hands** with alcohol-based hand rub or soap and water




Advice from the World Health Organization on Gloves - Best Practices - COVID-19 advice for the public:



According to the WHO, the best defense to defending against COVID is Social Distancing and frequent handwashing. When it comes to wearing gloves, the WHO recommends that frequent handwashing is the best defense from COVID. The CDC does recommend the use of gloves in the medical field and when working in an environment known to contain COVID.



World Health Organization (WHO)



March 16 at 6:27 PM · 🌐

Q: Is wearing rubber gloves while out in the public effective in preventing the new coronavirus infection?

A: No. Regularly washing your bare hands offers more protection against catching COVID-19 than wearing rubber gloves.

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You can still pick up COVID-19 contamination on rubber gloves. If you then touch your face, the contamination goes from your glove to your face and can infect you.

Is wearing rubber gloves while out in public effective in preventing the new coronavirus infection?



World Health Organization

#Coronavirus #COVID19

9 March 2020

General Statement on using gloves to prevent the spread of COVID 19s

- It is suggested, that the improper wearing and usage of gloves can actual encourage the spread of the virus. While working in gloves, in a normal work environment, it is thought that the frequent and f hand frequent hand washing is the best advice. The COVID virus can live on the gloves and be transferred from place to place within our operations. This is known as cross contamination. When gloves are worn for long periods of time and we travel to different points throughout our operations, we are carrying the virus with us and spreading it to everything we touch. By relying on the glove for protection and replacing frequent hand washing, we miss the opportunity to kill the virus, through frequent washing. Transporting this virus throughout the workday also increase the risks of transferring the virus to our faces. The most effective way to prevent the hand to face transfer of COVID is believed to be frequent handwashing or disinfecting of the hand.
- If, our associate believe that gloves are required because of an increased risk of contact with COVID, we believe that these conditions could exist with the following processes.
 - Working on a team that is involved in cleaning a work area, following a known COVID case.
 - Frequent handling of paperwork being transferred between associates or vendors.

How to wear gloves to protect against coronavirus

- Before putting on gloves, clean hands with alcohol-based hand rub or soap and water.
- Avoid touch your face while using the gloves. Gloves should be treated as contaminated throughout their usage.
- Gloves should only be used in for a specific task and removed before relocating into a new work area.
- Anything that the gloves come into contact with will be considered contaminated and must be decontaminated before leaving the workspace or allowing another person into that workspace.
- To remove gloves, see the diagram below. Once removed, do not touch the outer portion of the glove.
- Discard the gloves immediately into a closed bin, identified for this purpose. Do not discard into a container for trash.
- Immediately following the removal of the gloves, the associate should wipe down their work area with a disinfectant. This wipe down should include any work surfaces that were touched while wearing the gloves and any personal property that they may have contacted (ie Cell Phones).
- Immediately following the removal of the gloves and the decontamination of the work area, the associate should immediately wash their hands for 20 seconds.
- The receptacle containing the gloves will be considered hazardous and not offered up as recycling. The collected and contained gloves will be quarantined for a period of 7 days. Following the 7 quarantined, the secured trash bag can be placed in the normal trash receptacle.
- An associate should immediately wash hands after the removal of the glove.
- Gloves will be considered single use and will not be re-used after their removal and proper disposal.

When the hand hygiene indication occurs before a contact requiring glove use, perform hand hygiene by rubbing with an alcohol-based handrub or by washing with soap and water.

I. HOW TO DON GLOVES:



1. Take out a glove from its original box



2. Touch only a restricted surface of the glove corresponding to the wrist (at the top edge of the cuff)



3. Don the first glove



4. Take the second glove with the bare hand and touch only a restricted surface of glove corresponding to the wrist

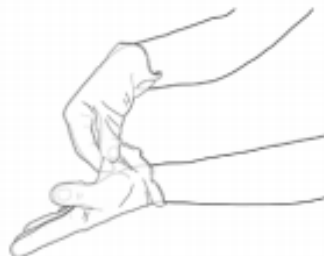


5. To avoid touching the skin of the forearm with the gloved hand, turn the external surface of the glove to be donned on the folded fingers of the gloved hand, thus permitting to glove the second hand

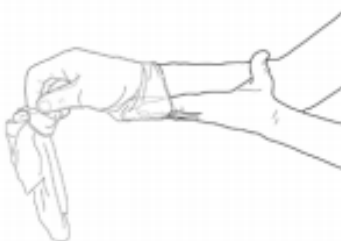


6. Once gloved, hands should not touch anything else that is not defined by indications and conditions for glove use

II. HOW TO REMOVE GLOVES:



1. Pinch one glove at the wrist level to remove it, without touching the skin of the forearm, and peel away from the hand, thus allowing the glove to turn inside out



2. Hold the removed glove in the gloved hand and slide the fingers of the ungloved hand inside between the glove and the wrist. Remove the second glove by rolling it down the hand and fold into the first glove



3. Discard the removed gloves

4. Then, perform hand hygiene by rubbing with an alcohol-based handrub or by washing with soap and water