



Face Coverings

The District provides clean, undamaged face coverings and ensures they are properly worn by employees over the nose and mouth when indoors, and when outdoors

and less than six feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department.

When on campus and at the District Office, employees are expected to follow County and State public health guidelines for physical distancing, face covering, and hygiene, plus additional measures as noted in this document.

In addition to the CDC guidelines, the guidance issued by the California Public Health Department on June 18 requires face coverings to be worn anytime an employee can possibly come within six feet of another person. Face coverings must cover the nose and mouth and should be worn when in public places, particularly when those locations are indoors or in other areas where physical distancing is not possible.

Distribution:

Disposable face coverings are available from each College Business Office and District Office Risk Management (for DO based employees), should employees not have their own face covering.

Managers and supervisors should submit the number of faculty and staff that require face coverings to the Business Office, with copies to Maintenance and Operations or Buildings and Grounds leads. Managers should work with their supervisors to assess when additional Personal Protective Equipment (PPE) is required to employees as necessary for their job functions.

Faculty will wear a face covering in the classroom. If a faculty is not able to wear a face covering, a face shield will be provided upon request.

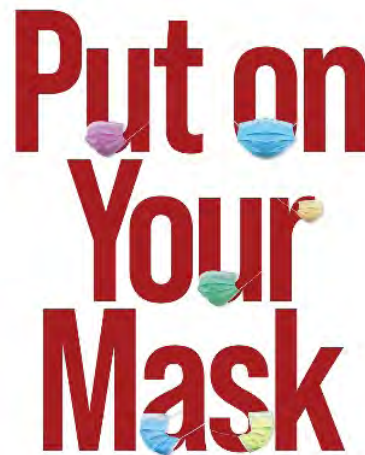
Because of limited supplies, upon request, each employee will be provided with up to two reusable face coverings. Employees are encouraged to bring their own face coverings. Reusable face coverings will not be

provided to students but will be available for purchase at campus bookstores.

The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.
- Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least six feet apart.

Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six feet apart from all other persons unless the unmasked employee is tested at least twice weekly for COVID-19.



Health officials say face masks must now be worn in all stores, lines, common areas, and most offices – except one person offices. Masks also are recommended during outdoor recreation.

Too many of us are jeopardizing other people's lives. Please do your part.

Download this version at FoxTheCops.com/Masks

Protocol Accommodations:

Employees who are not able to wear a face covering are encouraged to discuss their concerns with their supervisor, who will then refer them to District Human Resources for the accommodation process. All students must wear a face covering to enter classrooms and all college buildings. Students who have medical exemptions and who are not able to wear a face covering should be referred the DSPS/DSS office on campus for assistance. If a student refuses to comply with safety protocols, they should be referred to the college conduct officer.

For more information regarding the CDC and Contra Costa County Health Services guidelines on this topic, please refer to Appendix B.