

While social distancing, washing hands frequently and staying home if sick remain the most important strategies for slowing the spread of COVID-19, the Centers for Disease Control and Prevention (CDC) recommends using cloth face coverings in public settings where social distancing measures are difficult to maintain. Texas State University is encouraging faculty, staff and students to use cloth facemasks while at work in situations where adequate social distancing cannot be maintained.

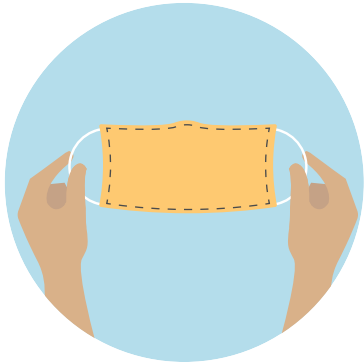


General Information

- Facemask should fit tightly and enclose the nose and mouth
- Facemask should be removed and washed if soiled
- Facemask should be discarded if damaged or hard to breathe through

Donning (Putting Mask On)

- Wash your hands with soap and water or use hand sanitizer before putting mask on
- Hold the mask by the ear loops and place a loop around each ear with the mask covering the nose and mouth
- Pinch the top of the mask against the bridge of the nose with one hand and pull the bottom of the mask down below the chin
- Avoid touching the front of the facemask
- Wash your hands with soap and water or use hand sanitizer after putting mask on



Doffing (Taking Mask Off)

- Wash your hands with soap and water or use hand sanitizer before removing facemask
- Hold both ear loops and pull apart slowly lifting and removing the mask
- Avoid touching the front part of the facemask which may be contaminated
- Place the mask in a paper bag with your name on it for storage (plastic bags are a less preferable option)
- Wash your hands with soap and water or use hand sanitizer after removing the facemask



Storage

- Keep your mask in a paper bag with your name on it in a secure area
- If paper bag is not available, may place facemask in a plastic bag but do not close the bag to allow for air exchange

Re-use of Facemasks

- Cloth facemasks may be re-used if not damaged or soiled
- Employees with multiple masks should rotate their use daily and each should be stored in a separate paper bag with your name on it



Washing and Disinfection

- Facemasks should ideally be washed after each use, especially if soiled or if exposed to a person who is symptomatic with a potentially infectious disease
- Facemasks that are used infrequently (1-2 times per week) and not soiled may be washed less frequently but at least weekly
- Use standard laundry detergent in hot water and gentle cycle (laundry mesh net helps protect)
- Dry on low to medium heat to prevent cloth facemask from shrinking