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COVID-19 Safety Plan



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Safety Plan – COVID 19

The purpose of this document is to provide you with the appropriate information and procedures to prevent and reduce the spread of COVID-19 in the workplace. We have put these measures into place to create a safe workplace for our team members and our customers. This is intended to be a daily guide to ensure that you and your fellow team members are adhering to procedures and demonstrate that you have been following the Standard Operating Procedures (SOP) that have been provided to your location.

Please speak with your Store Manager if you have any questions or concerns.

Symptoms of COVID-19

Human coronaviruses are common and are typically associated with mild illnesses, similar to the common cold. Symptoms of COVID-19 include fever, cough, sneezing, and sore throat. If you are displaying any of these symptoms, please speak with your manager.

More severe symptoms may include difficulty breathing, body aches, and fatigue. If you are experiencing any of these symptoms, please call 8-1-1 or go directly to your nearest emergency department.

Please refer to BC COVID-19 symptom self-assessment for most current guidance on self-isolation protocol based on symptoms: <https://bc.thrive.health/covid19>

Spread of COVID-19

Coronaviruses are most commonly spread from an infected person through:

- Respiratory droplets when you cough or sneeze.
- Close personal contact, such as touching or shaking hands.
- Touching something with the virus on it, then touching your eyes, nose or mouth before washing your hands.

Prevention of COVID-19

The best way to prevent the spread of infection is to:

- Stay home if you are sick (i.e. fever or chills, coughing, diarrhea) to avoid spreading illness to others. If you develop symptoms while at work, report to the manager on duty immediately.
- Wear a mask in all indoor public spaces and work environments. A 3-layer mask is highly recommended.
- Wash your hands often with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose or mouth, especially with unwashed hands.
- Avoid close contact with people.
- When coughing or sneezing:
 - Cover your mouth and nose with your arm or tissues to reduce the spread of germs.
 - Immediately dispose of any tissues you have used into the garbage as soon as possible and wash your hands afterwards.
- Clean and disinfect frequently touched objects and surfaces, such as toys, electronic devices and doorknobs.

Communications

Communications to team members with respect to the prevention of Covid-19 transmission are posted on the Occupational Health and Safety board (OHS board) in each store location and at Head Office. Team members are responsible to read and understand such communications.

From time to time, through daily huddles and department meetings, supervisors and managers are to communicate to team members and remind them of the safety protocols put in place to prevent the transmission of Covid-19. Any such meetings must be arranged to ensure the appropriate 2 metre physical distancing.

In the event that the company is notified of a positive case of Covid-19 by a team member, customer, supplier or other person that has been in the workplace, all team members potentially affected by that notification will be provided with appropriate information and directions according to the guidance of the local Health Authority. In all cases, the company will comply with all privacy Laws and will provide information to the best of its ability, in compliance with the directions of the Health Authority and respecting all applicable Privacy Laws.

The Joint Health and Safety Committee has a responsibility to review and advise Choices management and team members on safety plans, protocols and measures relating to the safety of the workplace and is consulted on and contributes to the Covid-19 Safety Plan, which may be revised or updated from time to time as necessary.

Hand Hygiene

Team members must wash or sanitize their hands on a regular basis, or at least every 20 minutes, for a minimum of 20 seconds. Hand sanitizer stations have been placed around the store for team member and customer use.

Hand washing signs have been placed in washrooms and lunchrooms for team member and customer reference.

Sick Policy

Team members are required to stay home if they are feeling ill, with COVID-19 related symptoms or nonrelated illnesses, in accordance with the BCCDC and Public Health Authority. All team members, including part-time team members, are entitled to five paid sick days per year under the BC Employment Standards Act.

Self Assessment

All team members are required to self assess the possibility that they may have Covid-19 before commencing work. All team members are required to complete a Self Assessment Log as evidence that they have completed the self assessment and are not prohibited from working by any of the exclusions listed on the Self Assessment document. See Self Assessment poster where applicable.

Training

Team members have been provided with communication and training surrounding safe work practices during COVID-19. Our team are aware of the policies and procedures outlined in this document and are encouraged to ask questions and provide feedback to managers.

First Aid

Occupational first aid attendants (OFAAs) continue to provide prompt care to injured persons within the scope of their training. Due to the possibility of infection, OFAAs follow the WorkSafeBC document, 'OFAA protocols during the Covid-19 pandemic,' and Hands Only CPR. First aid kits are equipped with appropriate personal protective equipment (PPE).

Physical Distancing

One of the best ways to prevent infection or spreading COVID-19 is by physically distancing yourself from others. Please keep a distance of 2 arm lengths (2 metres) from others. For team members, this includes areas such as lunchrooms, offices and back stock areas as well as in aisles when assisting customers. Team members will be

mindful of maintaining physical distancing when at time clocks, while on breaks, and while receiving and stocking products.

When it is necessary to exchange documents, papers or other materials as part of our retail operations, team members are to place such materials on a desk or other surface such that the recipient can pick up the items after the necessary physical distancing has been re-established.

Signage, including floor decals, have been placed around the store to promote physical distancing with customers. Installation of plexiglass has been installed in cash area and deli counters to maintain 2 metre physical distance. team members will respectfully remind customers to maintain physical distancing when they are in our stores.

Occupancy Levels

Recognizing that the volume of customers flowing in and out of the building changes, when necessary, we will limit the capacity of customers that enter the establishment.

If necessary, we will setup line up protocol per below:

- Assess how many customers based on store size (store sq ft/100).
 - *NOTE THAT: accounting for fixtures and fixed displays, an example would be 25,000 sq ft/125 = approximately 200 customers in store.*
 - *The table below sets out the recommended limit of people in the store for different store sizes:*

Store Size	# people in store
10,000	80
15,000	120
20,000	160
25,000	200

- Only one entrance to store.
- **If crowding occurs and physical distancing is a challenge** reduce the number of people allowed in the store.

Cash Area

- When it is determined that line control is needed, enact the store opening line management protocol with no more than a maximum of 50 people in the central line up for checkout.
- At the checkout, the customer should load products and proceed to the end of the till. The cashier should maintain distance from the customer throughout the transaction. The customer must remain behind the plexiglass where physical distancing cannot be maintained.
- Have cashiers place the customer's change on the counter to avoid contact.

- **When tills are beside each other and where a 2 metre separation cannot be achieved between people,** consider leaving every second till empty to allow cashiers to self-distance from customers when they pay or pack bags.

Floor Markers

Floor markers will be placed on the floor in high traffic areas to reinforce physical distancing. Floor markers/stickers are used to indicate what 2 metres of separation looks like, especially where the checkout line ups would be expected. High traffic areas may include:

- Bakery / Deli.
- Checkout Area.
- Customer Service.
- Entrance.
- Meat.
- Produce.

Directional Arrows

Arrows will be placed on the floor throughout the store to aid in directing the flow of movement throughout the store. Arrows may restrict one-way flow into and out of aisles to promote physical distancing. Arrows may be placed in the following areas:

- Entrance Aisle.
- Back Aisle.
- Far aisle opposite the entrance aisle.
- Every second aisle show direction.

Should a team member need to pass a customer or another team member in an aisle or backroom where physical distancing cannot be maintained, the team member will turn to face away from the individual and pass quickly, without pause.

Plexiglass Barriers

Plexiglass barriers have been installed at checkouts and other areas, where applicable, where physical distancing cannot be maintained. Customers will always be asked to remain behind plexiglass barriers during interaction with team members.

Remote Working & Meetings

On occasion, team members may be given permission to work from home on a temporary basis for part of their work week. These arrangements must be approved in advance by senior management. Meetings have been transitioned to digital platforms, where possible.

Masks

By order of the Public Health Officer, masks are required for all team members and customers in all public indoor settings and workplaces. This includes – but is not limited to – elevators, kitchens, customer counters, break

rooms, hallways and meeting rooms. Choices Markets is expected to enforce the mandatory mask policy with both team members and customers.

Exemption from the use of a face covering applies to the following:

- A person who is less than 5 years of age.
- A person who is unable to wear a face covering because of a psychological, behavioural or health condition, or a physical, cognitive or mental impairment.
- A person who is unable to put on or remove a face covering without the assistance of another person.
- While consuming food or beverage at a location designated for those purposes.

A customer can be refused entry or service if they do not wear a mask.

Workplace Mask Policy for Office Team Members

All team members who work at our Delta Head Office and in-store offices who are not fully vaccinated (i.e. who have not had a second dose of a two-dose COVID-19 vaccination series approved by Health Canada, or a single dose of the Johnson & Johnson vaccine) must comply with the following requirements while at work in the Delta Head Office and in-store offices:

- They must wear a mask at all times except when eating and drinking.
- They must maintain social distancing at all times.
- They must attend all meetings and events virtually, by Microsoft Teams (or another video conferencing platform), and are not permitted to attend in person.

Office team members who are fully vaccinated must continue to comply with this Safety Plan and wear masks in all shared spaces such as office common areas and in-store offices.

Choices Markets may require office team members to provide proof of their vaccination status for the purpose of administering this policy. Any office team members who violate this policy may be subject to discipline.

Cleaning and Disinfecting Policy

As an essential service during the COVID-19 pandemic and as our part of our role in keeping our customers and team members healthy and safe, routine cleaning and disinfecting is of great importance. This recommendation document is intended to provide guidance for our routine cleaning and disinfecting, highlight the difference between the meaning of cleaning and the meaning of disinfecting, and reinforce the need for appropriate protective wear while cleaning and disinfecting.

According to the BCCDC, COVID-19 transmission from handling reusable containers such as grocery bags, coffee mugs, dollar bills, coins, bulk bins and other reusable items has not been documented. There are no known transmissions linked to touching shared surfaces, such as elevator buttons or lids of garbage cans. Because the risk is low, premises may go back to normal activities as long as COVID safety measures known to reduce overall risk are maintained.

Permitted activities include:

- Accept and fill reusable coffee mugs and water bottles.
- Allow reusable grocery bags.
- Pack grocery bags for customers.

- Allow customer self-serve of bakery items, beverages, utensils and other items.
- Accept cash in the form of bills and coins.
- Accept returnable cans and bottles for deposit.

COVID-19 safety measures that need to be in place include:

- Cleaning and disinfection of highly touched surfaces.
- Frequent hand-washing.
- Providing hand hygiene for customers.
- Maintain physical distancing of 2 metres or use of barriers.
- Wearing masks.

We continue to monitor events closely, following all government advisories, and adopting new procedures as needed to keep our workplaces safe and these protocols may be amended or updated over time. Please ensure you are referencing the most current version of this document.

Frequency of Cleaning and Disinfecting Required:

Cleaning and Disinfecting of all high contact areas is **required at least once per hour**.

A High Touch Cleaning and Disinfecting checklist has been created for documenting and tracking that cleaning and disinfecting is performed hourly. It is laminated and posted for daily completion and reuse the next day. Please refer to Physical Distancing & Sanitization policy for specific protocol at checkouts.

High contact areas on the checklist include:

- All door handles, including all entrance, exit, cooler, freezer and container handles, throughout the premises, as well as swing door surfaces.
- Deli surfaces, including the service counter, tables and prep areas.
- PIN pads, cheque stands, tops of cash lanes, scanners, till keyboards, and all surfaces at checkouts.
- All shopping cart and basket handles.
- Computer keyboards, mice, and areas surrounding workstation surfaces.
- Phones.
- All time clocks and Avanti touch terminals.
- Communication book areas.
- All washroom surfaces and ensuring adequate supply of hand soap is available.
- All team room surfaces.
- Trash receptacle touch points.

Some premises may have additional areas not considered in the list above. These areas will be included in our cleaning and disinfecting processes.

In addition to hourly cleaning, deep cleaning is conducted by team members before every store opening and after every store closing.

Cleaning Products:

Cleaning products are products that remove germs, dirt, and impurities from surfaces by using soap (or detergent) and water. Cleaning does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection. Hard surfaces should be cleaned using regular surface cleaning products or soap and water prior to disinfection.

Read and follow manufacturer's instructions for safe use of cleaning products. It is mandatory to wear gloves while cleaning and to wash hands with soap and water for a minimum of 20 seconds immediately on glove removal.

Disinfecting Products:

Disinfecting products (store-bought disinfectant solutions and/or sprays) kill germs on surfaces using chemicals. Read and follow manufacturer's instructions for safe use of disinfection products (e.g. use in well-ventilated area, allow enough contact time for disinfectant to kill germs based on the product being used). It is mandatory to wear gloves while disinfecting and to wash hands with soap and water for a minimum of 20 seconds immediately on glove removal.

Use the or Oxivir RTU (Ready to Use) Surface Cleaner & Intermediate Level Disinfectant. This product is listed on the approved list of hard-surface disinfectants and meets Health Canada requirements for emerging viral pathogens. This product can be used on carts, handles, conveyors, and any hard surface where contact is prevalent. The Safety Data Sheet is available.

**FOR YOUR SAFETY
DO NOT MIX:**

-  **Bleach + Vinegar = Toxic Chlorine Gas**
-Coughing, Breathing Problems, Burning & Watery Eyes
-  **Bleach + Ammonia = Toxic Chloramine Vapours**
-Shortness of Breath & Chest Pains
-  **Bleach + Rubbing Alcohol = Chloroform**
-Highly Toxic, Breathing Problems & Respiratory Failure
-  **Hydrogen Peroxide + Vinegar = Paracetic Acid**
-Highly Corrosive, Eye Damage, Burns & Breathing Problems

Physical Distancing & Sanitization – Cash Area

In order to maintain appropriate physical distancing and sanitization protocol, we have implemented the following Standard Operating Procedure (SOP) when working in cash area.

Physical Distancing and Sanitization at tills:

1. Greet customer at second marker and ask them to proceed to the belt and unload.
2. Once they have added all items to belt, ask them to remain behind the plexiglass.
3. Once the first customer is behind the plexiglass area, ask the next customer to wait on the second physical distancing floor marker until you call them over.
4. Once you have processed and bagged all items, ask the customer to approach payment area. If needed, the cashier should adjust their position to allow for proper physical distancing.
5. Sanitize the belt and pin pad during set intervals outlined for high contact areas. Cashiers are free to clean and sanitize their work area at additional intervals under their own discretion.
6. Sanitize hands/gloves with hand sanitizer as needed.
7. Once the previous customer has left the till, call the next customer to approach the till and load items onto the belt.

Sanitization of Carts & Baskets:

1. All used baskets are to be taken to a designated area in store to be sanitized prior to future use.
2. Once sanitized, baskets can be returned to stands.
3. Carts are to be sanitized at minimum, every 30 minutes, including handles and baskets.

Physical Distancing & Sanitization - Open Seating Areas

For us to be able to operate, we have to follow the set of guidelines listed below to ensure safety of both team members and customers, physical distancing requirements are being met and all disinfecting and hygiene protocols are maintained:

1. Maintaining physical distance / barriers

- a. One-way arrows and 2 metre spots should be placed in front of Deli to ensure directional flow and physical distancing. Make sure you have 2 metre circle spots for customers to stay at a safe distance from one another, including at the Deli till area.
- b. Maintain at least 2 metres between team members working in the Deli by keeping team members in designated stations/stops as much as possible. For example, one team member will be designated to take orders at the case, and one team member will be designated as dishwasher, if applicable. Should team members switch stations, appliances and work surfaces must be cleaned prior to use. Masks are mandatory for all team members.

2. Seating requirements

- a. Moveable tables shall be arranged such that the distance from the back of one chair to the back of another chair shall be more than one metre apart.

- b. Tables should be 2 metres apart, four chairs per table maximum.
- c. There should be a 30 minute seating limit.

3. Cleaning & Hygiene:

- a. Washing hands and changing gloves must be done at regular intervals. We have mandated all Deli team members to wash their hands at least every 20 minutes and whenever gloves are changed.
- b. Make sure to have separate cleaning supplies for food prep areas and customer seating area.
- c. Tables and chairs will need to be cleaned and disinfected after every customer.
- d. Hand sanitizer is available to both customers and team members at the Deli counter. Hand sanitizer is provided for customers when entering and exiting the seating area.

4. Mask Use:

- a. A face mask must be worn at all times except when consuming food or beverage while seated at a table in a designated dining area. When food or beverage is not being consumed, a face mask must be worn.

5. Food preparation and serving:

- a. All orders will be prepped and plated in the Deli prep area and placed on the counter for customers to pick up after the Deli team member has stepped back from the counter.
- b. Coffee / tea is self-serve and condiments, including salt and pepper, are available in the Deli self-serve area.
- c. Team members must be wearing masks in addition to already wearing gloves while serving customers.
- d. Separate utensils for all plates and bowls. Stores may need more serving utensils.
- e. Washing hands and changing gloves / increased hygiene measures as per COVID-19 protocols.
- f. We will have a designated dishwasher as we cannot mix between food prep and dishes.
- g. In the event that a team member clears tables, they must wash their hands or use hand sanitizer before resuming their normal duties.

Physical Distancing & Sanitization - Store Areas

1. For all self-service stations on our premises, including Bulk Food Bins, Bakery Pastry and Bun Showcases, Salad Bars, Hot Food Bars, Water Machines and Consumer Facing Coffee Grinders, we provide the following:

- a. Provide hand washing facilities or alcohol-based sanitizers within easy reach of the station.
- b. Signs reminding patrons to wash or sanitize their hands before touching self-service food or other items, and to maintain a 2 metre distance from one another.

- c. Frequently clean and sanitize high touch surfaces at the station as well as utensils that are used for self-service.

2. Water Dispensing Units:

- a. Signage is available to describe requirements for physical distancing during water bottling and indicate that hygienic practices are required during dispensing of water at these sites.
- b. Customers must be advised to use hand sanitizer and/or disinfectant wipes prior to dispensing water.
- c. High touch surfaces on the water filling machine are disinfected as per high contact area cleaning procedures.

3. Can and Bottle Return Stations

Stores that sell beverages in a container that includes a deposit fee are required under the BC Recycling Regulation to collect and redeem those items. When collecting empty beverage containers, team members and customers can protect themselves by:

- a. Practicing physical distancing during return of cans and bottles. Ask customers to place items for return down in a designated area, then step back 2 metres from that location.
- b. Mark the area where customers should wait while sorting and counting the items for return occur.
- c. Use barriers in areas where physical distancing cannot occur.

Right to Refuse Unsafe Work

If a team member has reasonable cause to believe that to carry out any work process would create an undue hazard to the health and safety of any person, they have the right to refuse such action.

The team member must immediately report the circumstances of the unsafe condition or matter to their supervisor. The supervisor receiving the report must investigate the concern and:

- a. Ensure that any unsafe condition is remedied, or;
- b. If in the supervisor's reasonable opinion it is determined that the report of unsafe conditions is not valid, inform the team member that made the report.

If this does not resolve the matter and the team member continues to refuse to carry out a work process, the supervisor must further investigate the matter. The investigation must be carried out in the presence of the team member that made the report and:

- a. A team member representative of the JOHSC, or;
- b. Any other reasonably available team member selected by the team member whom made the report.

If this does not resolve the matter, and the team member continues to refuse to carry out the work process, both the supervisor and team member should contact the Health & Safety Advisor, who will investigate the matter and take whatever actions are necessary. If the issue is still not resolved, WorkSafeBC will be contacted.

No team member is to be disciplined for acting in compliance with these steps. Temporary assignment to alternative work at no loss in pay to the team member until the matter is resolved is not considered to be disciplinary action.

Importance of proper mask use:

Improper donning and removal of a face mask creates greater risk of infection.

Disposable face masks should be used once and then thrown in the trash. You should also remove and replace masks when they become moist.

When wearing a mask on the retail floor, it is critical that you follow these instructions for proper donning, removal and disposal of your face mask.

Always follow product instructions on use and storage of the mask, and procedures for how to put on and remove a mask. If instructions for putting on and removing the mask are not available, then follow the steps below.

How to put on a face mask

1. Clean your hands with soap and water or hand sanitizer before touching the mask.
2. Remove a mask from the box and make sure there are no obvious tears or holes in either side of the mask or any other part of the mask.
3. Determine which side of the mask is the top. The side of the mask that has a stiff bendable edge is the top and is meant to mold to the shape of your nose.
4. Determine which side of the mask is the front. The colored side of the mask is usually the front and should face away from you, while the white side touches your face.
5. Follow the instructions below for the type of mask you are using.

Face Mask with Ear loops: Hold the mask by the ear loops. Place a loop around each ear.

Face Mask with Ties: Bring the mask to your nose level and place the ties over the crown of your head and secure with a bow.

Face Mask with Bands: Hold the mask in your hand with the nosepiece or top of the mask at fingertips, allowing the headbands to hang freely below hands. Bring the mask to your nose level and pull the top strap over your head so that it rests over the crown of your head. Pull the bottom strap over your head so that it rests at the nape of your neck.

6. Mold or pinch the stiff edge to the shape of your nose.
7. If using a face mask with ties, take the bottom ties, one in each hand, and secure with a bow at the nape of your neck.
8. Pull the bottom of the mask over your mouth and chin.

9. Once the mask is secured to your face DO NOT TOUCH YOUR FACE OR ADJUST THE MASK! If you do, you MUST wash your hands for 20 seconds with soap and water before touching anything else.

How to remove a face mask

1. Clean your hands with soap and water or hand sanitizer before touching the mask. Avoid touching the front of the mask. The front of the mask is contaminated. Only touch the ear loops/ties/band. Follow the instructions below for the type of mask you are using.
2. Before removing the mask or touching ear loops/ties/bands, bend forward slightly at the waist so the mask is away from your body and clothing.
3. *Face Mask with Ear loops:* Hold both of the ear loops and gently lift and remove the mask.
4. *Face Mask with Ties:* Untie the bottom bow first then untie the top bow and pull the mask away from you as the ties are loosened.
5. *Face Mask with Bands:* Lift the bottom strap over your head first then pull the top strap over your head.
6. DO NOT SHAKE THE MASK. Any COVID-19 particles on the mask may be distributed into the air, on to your clothes or other hard surfaces and may become a source of contamination.
7. Place the mask in a plastic bag, double bag in a second plastic bag and then throw the double bagged mask in the trash. DO NOT TOUCH YOUR FACE until you clean your hands with soap and water or hand sanitizer.

Reference for Cloth Type Masks/Face Coverings

A. Background

The Public Health Agency of Canada (PHAC) and the BC Centre for Disease Control (BCCDC) are now advising that the wearing of a triple layer face covering in public settings, particularly where other physical distancing measures are difficult, is recommended and may provide some measure of protection to others in the event that the wearer of the mask is contagious for COVID-19 or other respiratory infections. It is still important to try to maintain the recommended 2 metres of separation to ensure physical distancing even when wearing a face covering.

The information below describes the recommended construction, proper use, and required sanitation of cloth coverings.

B. Cloth Covering Construction

1. There are four main considerations when designing, constructing, and wearing cloth face coverings:

A. Adequate Size

- Cover the nose and mouth to allow for entry of air only through the covering.
- Knit fabrics have some stretch and can be used to make coverings that fit the face snugly without being uncomfortable, many woven fabrics have no stretch.

B. Adequate Filtration

- Use at least three layers; the outer two layers should be tightly woven fabric and the middle layer should be a filter-type fabric.

C. Breathability

- The layered fabrics must be breathable.
- Dense or close weaved fabrics may inhibit adequate airflow and make it harder to breathe.

D. Comfort against the skin

- Important especially with the high humidity conditions created by breathing through the covering and the risk of saturation.
- Using a stay dry, wicking fabric on the inside can move the moisture away from the face would make the covering comfortable to wear.

2. How to remove a face mask

- Clean your hands with soap and water or hand sanitizer before touching the mask. Avoid touching the front of the mask. The front of the mask may be contaminated. Only touch the ear loops/ties/band. Follow the instructions below for the type of mask you are using.
- Before removing the mask or touching ear loops/ties/bands, bend forward slightly at the waist so the mask is away from your body and clothing.
 - Face Mask with Ear loops: Hold both of the ear loops and gently lift and remove the mask.
 - Face Mask with Ties: Untie the bottom bow first then untie the top bow and pull the mask away from you as the ties are loosened.
 - Face Mask with Bands: Lift the bottom strap over your head first then pull the top strap over your head.
- DO NOT SHAKE THE MASK. Any COVID-19 particles on the mask may be distributed into the air, on to your clothes or other hard surfaces and may become a source of contamination.

C. Required Cleaning and Sanitation of Cloth Coverings

1. Cloth coverings are designed to capture droplets expelled when breathing. These droplets deposit and accumulate on the cloth fabrics while in use. It is critical that these soils be removed on a daily basis to maintain the covering efficiency, and prevent the accumulation of microorganisms on the cloth.

A. Machine Washing (Recommended)

- Use hot water setting on machine.
- Use laundry detergent that DOES NOT contain fabric softeners.
- Add an extra rinse cycle as needed.
- Air dry or machine dry on a warm cycle. If machine drying, consider using a mesh bag to prevent damage to elastics or ties.

B. Hand wash

- Use very hot water (>180°F) and ordinary dish washing soap (not lotion/moisturizing soaps).
- Immerse the face covering(s) fully in the water and detergent solution.
- If heavily soiled, add an oxygen cleaner (i.e., Oxyclean) according to the package instructions.
- Agitate, soak, rinse very well in plenty of water. Squeeze well. Let air dry.

2. Sanitizing during use

A. In between short term uses or if washing a covering is not an option:

- Spray the covering (both inside and out) with either 60% ethyl alcohol, or 70% isopropanol/isopropyl alcohol.
- Make sure all surfaces are damp.
- Allow to air dry before reusing.