

## 10.17 COVID-19 Face Cover (Mask) Protocol

### Employee Protocol

Per the Ohio Department of Health Director's *Stay Safe Ohio Order* issued on April 30, 2020, facial coverings are required for all Cincinnati State employees while at work at any College property or location, unless any of the following apply:

- An employee is sitting alone in an enclosed workspace such as an office or vehicle
- Wearing a face covering compromises safety on the work site and/or is a violation of the College's safety policies
- An employee has a waiver from Human Resources due to health reasons
- Facial coverings in the work setting are prohibited by law or regulation
- Facial coverings are in violation of documented industry standards

Per the *Stay Safe Ohio Order*, businesses (i.e.: the College) must provide written justification, upon request, explaining why an employee is not required to wear a facial covering in the workplace. Employees who believe that they should be exempt from wearing facial coverings for extended periods of time, or at all while at work must formally request an exemption from Human Resources. To do so, an employee must submit the "*Request for Facial Covering Exemption*" eform.

At a minimum, facial coverings (masks) should be cloth/fabric and cover an individual's nose, mouth, and chin. Personal masks worn while working are to adhere to established College Operations Policies **3.3 Professional Standards**, and **3.4 Freedom of Expression Policy**. Should an Employee be in need of a mask, he or she should confer with his/her supervisor.

### Student, Visitor, Contractor Protocol

In that a local and statewide state of emergency due to COVID-19 continues to exist with limits on mass gatherings and recommendations for social distancing, there is a continuing need to protect all employees, students and visitors at all Cincinnati State locations from the risks related to the COVID-19 pandemic.

Therefore, consistent with the CDC, the World Health Organization, the State of Ohio, and local health districts, Cincinnati State requires all students, visitors, and contractors to wear facial coverings while inside any of its facilities to help prevent the spread of COVID-19.

This requirement does not apply as follows:

- Any individual
  - who cannot wear a facial covering because of a medical condition, mental health condition, or developmental disability (An individual is not required to produce medical documentation of the condition or disability.);

- who is unable to remove the facial covering without assistance; or
  - who should not wear facial coverings under current Centers for Disease Control and Prevention ("CDC") guidance.
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- Individuals under 6 years of age.
  - Any person eating or drinking.

Enrolled students may also be subject to additional safety requirements that apply to a specific classroom, lab, or academic support areas and include use of eye or face shields, gloves, and/or protective clothing.

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