



## Use of Face Coverings Supplement to the COVID 19 Preparedness Plan

- ✓ According to MN Executive Order 20-81 and WI Executive Order #82 Emergency Order#1, workers must wear a face covering in indoor spaces. Workers must also wear face coverings when working in outdoor settings where social distancing cannot be maintained.
- ✓ Face coverings include paper or disposable mask, a cloth mask, a neck gaiter, a scarf, a bandana, or a religious face covering and must cover the nose and mouth completely. Any mask that incorporates a valve that is designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are not sufficient face coverings because they allow droplets to be released from the mask.
- ✓ All work activities will be evaluated to ensure social distancing can be maintained and identify those activities where social distancing is difficult to maintain to determine alternative work procedures. Work activities must not be performed if adequate protective measures cannot be implemented.
- ✓ Face coverings are NOT a substitute for social distancing but are especially important in situations when maintaining at least a 6-foot distance from other individuals is not possible.
- ✓ When acting as a general contractor, NEI Electric will post face covering policies for workers, customers, clients and visitors.
- ✓ NEI Electric encourages all workers, customers, clients, and visitors to bring their own face coverings. We will provide face coverings for those that do not have their own.
- ✓ Face shields may not be as effective as face coverings but may be used as an alternative where wearing a face covering is problematic. In these instances, the face shield should extend below the chin and to the ears, and there should be no exposed gap between the forehead and the shield's headpiece.
- ✓ We recognize that there are persons who are exempted from the face covering requirement. This includes those who are not able to wear or tolerate a face covering due to underlying medical or mental health conditions. Also included are those who have difficulty breathing or are unconscious, incapacitated, or otherwise unable to remove the cloth face covering without assistance. There may also be instances where the use of a face-covering may present a hazard to the worker. In these situations, a face shield or other physical barrier should be used:
  - Environments involving extreme temperatures (e.g. heat, cold) and/or wet environments (e.g. wet processes, rain): face shields may be considered in lieu of face-coverings.
  - Work-activities that may present a risk of entanglement: ensure the machine/tool is properly guarded as to eliminate the risk of the face-covering becoming entangled into the machine/tool, and that the selection and use of the face-covering protects the worker from the risk of entanglement (e.g. using ear-loops instead of tie-backs).
  - Work-activities that may present a risk of hazardous chemicals becoming absorbed and/or saturated within the materials of face-covering: the use of engineering controls (e.g. ventilation), administrative controls (e.g. work-practices), or personal protective equipment (e.g. respiratory protection) must be considered and implemented whenever possible.
- ✓ We have established a protocol for accommodating workers who cannot wear a face covering due to a medical condition, mental health condition, or disability. This protocol complies with applicable employment laws,

including civil rights laws, relating to verification of a worker's disability or medical condition. NEI Electric will work with the worker to identify and implement alternative protections to ensure a similar level of protection (e.g. face shields, barriers, isolating the worker, job-reassignment). Please contact Human Resources if you are affected.

- ✓ Face coverings may be temporarily removed when
  - The level of exertion makes it difficult to wear a face covering.
  - Engaged in activities where the face covering will become wet.
  - When eating or drinking indoors provided that social distancing is maintained.
  - When communicating with an individual is deaf or hearing impaired or has a disability, medical condition, or mental health condition that makes communication with that individual while wearing a face covering difficult, provided that social distancing is maintained to the extent possible.
  - When an individual is alone, including when alone in an office, a room, a cubicle with walls that are higher than face level when social distancing is maintained, a vehicle, or the cab of heavy equipment or machinery, or an enclosed work area. In such situations, the individual should still carry a face covering to be prepared for person-to-person interactions and to be used when no longer alone.
  
- ✓ All workers will receive training on these additional requirements through toolbox talks or at the time of hire. The CDC has the following resources to assist with this training:
  - [Considerations for Wearing Cloth Face Coverings](#)
  - [How to Wear Cloth Face Coverings](#)
  - [How to Wash Cloth Face Coverings](#)
  
- ✓ Workers shall maintain an adequate number of face-coverings during their shift or workday that allows the worker to exchange face-coverings as they become saturated, dirty, or compromised during use.
- ✓ Workers must not touch their eyes, nose, or mouth when adjusting or removing face coverings. Wash hands or use hand sanitizer immediately after removing.
- ✓ Workers must launder reusable face coverings before each daily use according to CDC guidelines.
- ✓ Carpooling should be avoided. If this is necessary, workers must always wear face-coverings while inside the vehicle.
- ✓ If a customer, client, or visitor is not able to wear a face covering due to a medical condition, mental health condition, or disability, we will provide face shields or offer alternate service options that do not require entrance to our projects or facilities. We are not allowed to require that customers provide proof of a medical condition mental health condition, or disability, or require customers to explain the nature of their conditions or disability.
- ✓ NEI Electric reserves the right to refuse entry to customers, clients and visitors who refuse to wear a face covering where wearing a face covering is required or when otherwise required by NEI Electric even if not required by the Executive Orders.