

04/20/2020

iNote: Personal face coverings

In light of recent guidance from the CDC recommending cloth face coverings be worn in public settings to help prevent the spread of COVID-19, Safety is offering each employee two cloth face coverings at no cost. It is important all employees understand these cloth face coverings are not mandatory at this time and are not considered to be PPE. Face cloth coverings are not intended to provide barrier protection for the wearer, and wearing a cloth face covering is not a substitute for social distancing and other protective controls like washing hands. Employees who have been instructed to use respirators, face shields, facemasks or other identified PPE should continue to use those as instructed.

The face coverings are being sent via intraoffice mail to each department. Supervisors are responsible for distributing them to employees who are currently working at a Santee Cooper facility. Employees working from home may receive them upon returning to work.

The CDC cautions that cloth face coverings should not be worn by anyone who has trouble breathing, nor should a cloth face covering be placed on a child younger than two years of age or anyone who is unconscious, incapacitated, or otherwise unable to remove the cover without assistance. Anyone experiencing any respiratory distress should not wear a cloth face covering.

Current guidance for proper use, care, and cleaning is included under the Employee Communication section on the [COVID-19 iPort page](#) and at www.santeecooper.com/covid19.

Please continue to follow the previous guidance, including:

- Stay home if you are sick and avoid contact with others who may be sick.
- When you wash your hands with soap and water, wash for a minimum of 20 seconds. Use an alcohol-based hand rub instead of soap and water, unless your hands are visibly dirty.
- Avoid touching your nose, mouth and eyes.
- Cover coughs and sneezes with a tissue, or cough and sneeze into your upper sleeve. Dispose of tissues in no-touch trash receptacles.
- Always wash your hands or use hand sanitizer after coughing, sneezing or blowing your nose.
- Keep your office and frequently touched common surfaces (telephones, computer equipment, etc.) clean.
- Try not to use other workers' phones, desks, offices, or other work tools and equipment.
- Maintain a healthy lifestyle; attention to rest, diet, exercise and relaxation helps maintain physical and emotional health.

If you have questions, please reach out to Occupational Health and Wellness at ext. 4090.