PURPOSE/APPLICATION

Note, this document pertains to face coverings used for COVID-19 prevention only. All respiratory protective equipment (N95, half face, full face, SCBA) requires additional training, fitting, and care, they should be used in accordance with CPES's COP 02 Respiratory Protection. See table 1 for the advantages and limitations of the different types of masks. CPES will follow all current mandates implemented by the relevant health authorities and local municipal bylaws around mask use. The information contained in this practice (including mask use and other mitigative measures), is current at the time of writing and is subject to change.

CPES is committed to reducing the risk of exposure to the COVID-19 virus for all employees, sub-contractors, visitors, clients and in turn, their families. This Safe Work Practice outlines the selection, use, care, and maintenance of non-medical face coverings for the purpose of reducing the spread of the virus.

According to Government of Canada guidelines (current as of writing) "*When worn properly, a person wearing a non-medical mask or face covering can reduce the spread of his or her own infectious respiratory droplets.*" This means that face coverings in certain situations can help reduce the chances of an infected person spreading the virus to those they are working closely with.

For additional information on COVIS-19 preventative measures, see CPES's SWP-79 COVID-19 (CORONAVIRUS).

PPE	▪ CPES minimum requirements ▪ Face Coverings
TRAINING	▪ This SWP, reputable sources e.g. Government of Canada, World Health Organization (WHO) websites, provincial health authorities
HAZARDS & CONCERNS	▪ Exposure to infected persons ▪ Inadvertently exposing others to the virus prior to the development of symptoms ▪ Improper use of protective equipment

USE OF NON-MEDICAL FACIAL COVERINGS

Throughout the COVID-19 pandemic non-medical covering have been periodically utilized as a control measure in many public and work settings. CPES Group is committed to mitigating the hazard associated with the virus and as such will enforce the use of facial coverings will be used in the following situations:

1. Any location where the local Health Jurisdiction, facility Owner/Client or Prime Contractor has mandated the use of face coverings

2. Any situation where the use of face coverings has been identified as a necessary control through the site SSSP, HIAC or Site COVID-19 Plan

3. Any other situation where the individual feels more comfortable wearing a face covering

CPES sub-contractors, visitors and vendors are expected to provide their own face covering that meets or exceeds the protection level of those outlined in this guideline when face coverings are required.

FACE COVERING SELECTION, USE, AND CARE

Selecting an Appropriate Non-Medical Mask or Face Covering

According to current federal direction, when selecting a non-medical face masks or face covering, it should meet the following:

- Be made of multiple layers, including at least 2 layers of tightly woven fabric, such as cotton and a third middle layer of filter-type fabric, such as non-woven polypropylene (note, some sites require a minimum of three layers)
- Made of materials that are breathable (note, some sites require masks to be FR)
- Be large enough to completely and comfortably cover the nose and mouth without gaping
- Fit securely to the head with ties or ear loops
- Allow for easy breathing
- Be comfortable and not require frequent adjustment
- Be changed as soon as possible if damp or dirty
- Maintain its shape after washing and drying

CPES also expects that all workers' and visitors' face coverings be free of any derogatory or potentially offensive pictures or messages, in accordance with CPES's Violence and Harassment Policy.

Care of Face Coverings:

When not in use, masks should be stored in an individual bag. To prevent cross contamination, employees will be responsible for handling and cleaning their own masks. Do not place used disposable or reusable masks on table/desk/counter tops or other areas of potential contamination.

Putting on and Removing Face Covering

The proper handling of masks is essential to avoid transferring germs from hands to the masks or from the mask to hands after use.

How to put on a non-medical mask or face covering

1. Ensure the face covering is clean and dry
2. Wash your hands with warm water and soap for at least 20 seconds before touching the mask
3. If hand washing isn't possible, use hand sanitizer with a minimum 60% alcohol base
4. Ensure your hair is away from your face
5. Place the face covering over your nose and mouth and secure to your head or ears with its ties or elastics. Adjust if needed to ensure nose and mouth are fully covered
6. The mask should fit snugly to the cheeks and there should not be any gaps
7. Repeat Step 2

While wearing a non-medical mask or face covering, it is important to avoid touching your face. If you do touch your mask or face, you should immediately wash your hands with warm water and soap for at least 20 seconds or use hand sanitizer with a minimum 60% alcohol base.
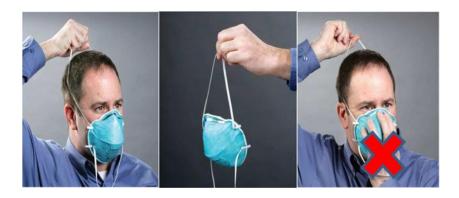
How to remove a non-medical mask or face covering

1. Wash your hands with warm water and soap for at least 20 seconds.
    - If hand washing isn't possible, use hand sanitizer with a minimum 60% alcohol base

2. Remove the face covering by un-tying it or removing the loops from your ears.
    - Avoid touching the front of the mask when removing it
    - Remove mask in areas outside of potential exposure (within 2 m of other people), do not touch the front, pull bottom strap overhead

3. Immediately place reusable masks in a plastic sealable bag, (make sure you close or zip seal the bag while storing it), make sure you label the bag and keep it contained in the bag until you are ready to wear it again. Dispose of single use masks after use.
4. After removing the face covering, repeat Step 1.
5. Wash masks regularly according to the manufacturer's directions.

Cleaning of Reusable Masks

All reusable masks must be cleaned and maintained accordioning to the manufacturer's specifications.

Regular cloth masks can be washed with hot, soapy water, or in a washing machine on the hot setting.

Table 1 – Comparison of Mask Types

Respiratory Protective Equipment	Disposable / Cloth Mask	N95 / KN95 Respirator	Half-Mask with P100
RPE Type	Loose-fitting face mask	Tight-fitting respirator	Tight-fitting respirator
Fit testing	Not required	Required	Required
Filtration Efficiency	Varied	≥95% at 0.3 micron 99.9% at 0.1 micron	≥95% at 0.3 micron 99.9% at 0.1 micron
Relative Breathability	High	Medium	Low
Re-usability	Single use; disposable or washable and reusable depending on design	Single use; disposable	Reusable (disinfection after each use)
Intended Use	Contain expelled droplets generated from the wearer. Block large respiratory droplets from entering the mouth and nose of the wearer	Block respiratory droplets from entering the mouth and nose of the wearer	Block respiratory droplets from entering the mouth and nose of the wearer
Protection for Wearer	Limited protection against large respiratory droplets generated by others	Protection against large and fine droplets generated by others	Protection against large and fine droplets generated by others
Protection for Nearby Workers	Protection from respiratory droplets generated by the wearer	Protection from respiratory droplets generated by the wearer	Protection from large respiratory droplets generated by the wearer

REFERENCES / ADDITIONAL INFORMATION

https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/instructions-sew-no-sew-cloth-face-covering.html)

https://www.alberta.ca/prevent-the-spread.aspx#p25621s4

www.ahs.ca

Alberta Health Link – Call 1-866-408-5465 or 811

http://www.bccdc.ca/health-info/diseases-conditions/covid-19

BC Centre for Disease Control - 1-888-COVID19

www.saskatchewan.ca

Saskatchewan Health Line – Call 811

www.healthlinkbc.ca

Manitoba Health - 1-888-315-9257

www.gov.mb.ca/health

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