

State Enterprise Workplace Face Covering Guidance – Effective July 30, 2021

For State Employees:

Face coverings (which does not include face shields) are required at all times for all employees (regardless of vaccination status) in any indoor state agency space*, including offices, cubicles, hallways, bathrooms, elevators, lobbies, break rooms, meeting rooms, visitor centers, etc. Face coverings are not required while eating or drinking or if a single individual is in a private space with a closed door.

Face coverings are required for employees in state vehicles at all times, unless the employee is the sole occupant in the vehicle.

- **FACE SHIELD NOTE** – Face coverings do not include face shields. Face shields can be very good at blocking droplets that individuals release, but they are not as effective at limiting the release of aerosols that can go around the shield.

For State Agency Customers:

Face coverings (which does not include face shields) are required for any customers entering state agency indoor spaces* (regardless of vaccination status). State agencies are prohibited from allowing customers to enter or occupy state agency indoor spaces without face coverings, (whether by appointment or otherwise) except as follows:

- Face coverings can be briefly removed in situations where identity needs to be confirmed by visual comparison, such as at a DMV office or when interacting with law enforcement. If possible, limit speaking when the face covering is off as speaking generates aerosols and droplets that can contain viruses.
- Face coverings are not required while eating or drinking.
- Children under the age of two (2) are not required to wear a face covering.

State agencies are encouraged to provide alternatives for individuals who cannot wear face coverings for medical reasons.

Individuals who have a medical condition that makes it hard to breathe or a disability that prevents the individual from wearing a face covering can request an accommodation from the Agency to enable full and equal access to services provided at state executive office buildings. Agencies need to provide accommodations for employees, contractors, customers and visitors if such accommodations are required by:

- State and federal disabilities laws, if applicable, including the Americans with Disabilities Act (ADA) which protects people with disabilities from

discrimination in employment and requires employers to engage in the interactive process for accommodations.

- State or federal labor laws.
- State and federal public accommodations laws that provide all persons with full and equal access to services, transportation and facilities open to the public.
- OHA public health guidance if applicable.

Signage:

If you need assistance with signage, please use your contact at DAS printing and distribution. They have templates available.

* This guidance applied to Executive Branch agencies. It does not apply to the legislative or judicial branch of state government.