

## *Face Masks with Pocket: Sewing Machine Directions*

**Caution:** Please do not make masks if you are sick or if there is anyone in your household who is sick, especially if you or anyone has respiratory symptoms.

**Clean Working Space:** Please make sure you have a clean working space free from contamination by food, animals, those with colds or the flu, and those not assembling the masks.

**Wash Hands:** Continually wash hands being aware of when you have touched a surface that might be contaminated, or your face, to wash your hands before you again touch any of the materials used to assemble the masks.

**Prepare the Fabric:** Pre-wash and dry the fabric on a hot cycle before you make the masks. If you are using the precut fabric rectangles, provided by your team leader, you may use them without washing or ironing.

Please **DO NOT USE PINS** as they will leave holes in the mask.

Make masks to specifications and instructions here:

### ***Materials:***

1. 8" x 16" piece of 100% cotton fabric (quilting fabric or other tight-weave cottons, not flannel)
2. 7" x 14" piece of interfacing (fusible or sew-in non-woven interfacing - see list at end of instructions)  
Option: Use a 7 1/4" x 7 1/4" square of sheeting material (sheets or pillowcases).  
See pictures at the end of this file.
3. Two 8" pieces of 1/4" or 1/8" elastic band - preferred. If using elastic cord, please test the length.  
Option: Bias Tape 4 Ties, 1/4" x 20", Cotton fabric ties (4) each 20" long. Cut 4 pieces, each 1" x 20" (stretched length) cotton knit jersey such as t-shirt fabric to form 4 strips for the ties. To determine the correct length for the type of stretch in the fabric, cut a test strip 20" long. If the fabric has a two-way stretch, it should stretch along the length of the tie. Pull the strip out to full length. If it is longer than 20", it can be cut off to modify how long to cut the ties to get a final stretched length of 20". Pull the tie lengthwise and it will curl. To make a continuous length of cotton knit jersey check out the YouTube videos on making t-shirt yarn.
4. 6" white nose wire now available from your team leader. Or 8" twist tie folded in half (or two 4" ties).  
[The ties can be the green ties used in gardens to secure plants to stakes. They come in 8" lengths or in a roll and work well when you fold an 8" length in half]. Can also use 4" piece of 20 to 24-gauge wire (no aluminum) ends bent over to keep from poking through the fabric.
5. Clean paper lunch bags for shipping OR two paper sandwich bags overlapping secured with rubber band OR gallon plastic storage bags.

## *Sewing Directions:*

1. Center interfacing on the wrong side of the fabric. Fuse onto fabric if fusible.



2. On one long side fold in  $\frac{3}{8}$ " and iron using the edge of the interfacing as a guide. Repeat on the other side.

On each end, fold in  $\frac{3}{8}$ " once, iron, then fold again and iron.



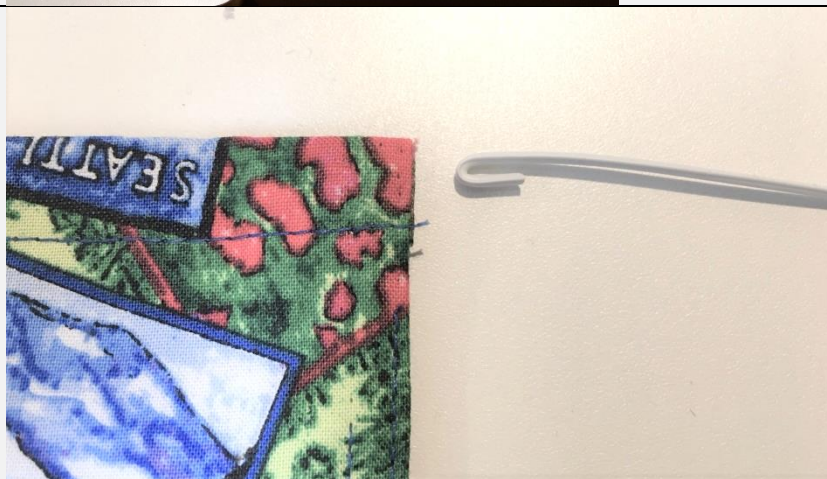
3. Stitch along the folded edge at each end.

TIP: To save thread and time, stitch pieces continuously in assembly line fashion as shown.



4. On one folded stitched edge, insert a 6" white nose wire and center in the fold.

Note: if the white nose wire is not bent at all, bend ends over with needle nose pliers.



5. With the white nose wire seam underneath turn the fabric in half, wrong sides together. Line up the two top edges and make sure the white nose wire seam is even or slightly above the other end as you fold and iron.



6. Fold the fabric in half again.



7. Fold the fabric in half for the third time and iron.



8. Gently pull the folds out and turn over to the right side with the white nose wire seam on top to see 3 pleat creases.



9. The bottom pleat is inverted, so turn it out to fold the first pleat halfway down to the bottom, then fold the next pleat halfway down and finally, the third pleat at the top halfway down.





10. Make sure the pleats are even from side to side and top to bottom. Steam iron to set in the pleats.)



11. On each side of the mask insert about 3/8" of the elastic inside the top and bottom corners to make the loops that fit around the ears. (If using ties, attach a tie at the top and one at the bottom of each side.)



12. To finish the mask in one continuous step:  
Rotate mask 180 degrees to start at the right hand bottom corner. At 1/4" or less from the edge, back tack then continue to stitch to the top, turn and take 2-3 stitches across the top, turn and stitch close to the edge back to the bottom of the mask. At 1/8" from the bottom turn and stitch across the bottom to the outside edge. Turn and stitch to the top. Take 2-3 stitches across the top, turn and stitch down the mask 1/4" or less from the edge to the bottom, back tack and the mask is done!



The completed mask should be between 3 1/4" and 3 1/2" from top to bottom and 7" side to side.



13. Use a permanent marker to write Front on the top front of the completed masks to help the user position the mask correctly for optimum comfort



14. The white nose wire provides a contoured fit and there is a pocket for an additional filter.



### *Heat Treat Masks and Pack for Shipping:*

1. Attach the bag label (sheet of labels at the end of these instructions) and indicate if the mask was made with 2,3, or 4 layers of fabric

2 = 2 layers of fabric only

3 = 2 layers of fabric and one of either sheeting or interfacing

4 = 2 layers of fabric and two of interfacing.

**Note: Packing in small quantities (10) increases flexibility at point of use and reduces the potential for contamination when packed in larger quantities.**

2. **Heat Treat Masks** (as yet there is no scientific evidence that indicates what temperature inactivates the COVID-19 Virus). **Steam ironing provides added protection against transmission of any contamination that may have occurred during the production of the mask.**

- Use disinfectant wipe or spray to sanitize the handle of your iron.
- Wash hands and put on gloves or plastic sandwich bags.
- Run hot iron over the ironing board cover to make a clean surface.
- Steam iron both sides of the mask and immediately pack each mask into the lunch bag until you have 10 in a bag.
- Please fold over the top of the bag and staple.

- Ship or deliver to the facility where needed:
- Check in with your team lead who will let you know how to send the masks to the facility.

**Notes:**

- A 5 x 5" rectangle of non-woven material is recommended as the insert used for the filter.
- We will not be providing the insert but instead will leave it to the facility or the user to decide if they want to use the masks with or without a filter inserted.

***Thank you for your contribution  
to this critical project!***

## Adding a layer of sheeting to Facemasks to create 3 fabric layers

Cut sheeting into a 7 1/4<sup>th</sup> inch square  
and place on one end of fabric



Fold in half with right sides on  
outside and stitch mask as in the  
pattern, pleat and add the elastic

Fold 3/8<sup>th</sup> edge of fabric over the  
sheeting and iron in place per main  
pattern. Nose tie can go at either end.



## ***Recommended Non-Woven Interfacings***

910 Sew-in Featherweight by Pellon	830 Easy Pattern by Pellon
911FF Fusible Featherweight by Pellon	380 Soft -N- Stay by Pellon
930 Sew-in Mid-weight by Pellon	810 Tru-Grid by Pellon
931TD Fusible Mid-weight by Pellon	950F Shir-Tailor by Pellon
880F Sof-Shape by Pellon	