

Supplemental Executive Order NW-06 was issued by County Judge Nelson Wolff on April 17, 2020.

Description of order effective 11:59 p.m. on Sunday, April 19, 2020

The NW-06 requires cloth face coverings for all people, 10 years or older, covering over their nose and mouth when in a public place where it is difficult to keep six feet away from other people such as visiting a grocery store/pharmacy or working in areas that involve close proximity with other coworkers.

Coverings may include homemade cloth masks, scarfs, bandanas, or a handkerchief. Residents must continue to maintain social distancing of at least six feet from those not living in your household while outside your residence.

Starting Monday, April 20, employers that are Exempted Businesses must provide face coverings and training for appropriate use to employees who are working in an area or activity which will necessarily involve close contact or proximity to co-workers or the public.

Face coverings *do not* need to be worn in the following circumstances:

- When exercising outside or engaging in physical activity outside.
- While driving alone or with passengers who are part of the same household as the driver.
- When doing so poses a greater mental or physical health, safety or security risk.
- While pumping gas or operating outdoor equipment such as mowers, pruning equipment, etc.
- While in a building or activity that requires security surveillance or screening, for example, banks.
- When consuming food or drink.

Face Covering Guidance for Bexar County employees

Q: Do I need to wear a face covering while I'm working?

Face coverings are required for (1) performing job duties in the presence of others AND (2) where it is difficult to keep six feet away from co-workers and the public. In short, if you cannot follow social distancing guidelines, you must wear a face covering. There are exceptions that may apply. Please see below for additional guidance.

Q: If I'm working inside in an office, do I need to use a face covering?

Face coverings are not necessary if you are working in a single office space AND are able to maintain social distancing with co-workers and the general public. Face coverings must be used when entering and exiting the office and areas where you may likely to encounter other employees and the public.

Q: I'm working outside on a construction/road/green space site. Please clarify the use of face coverings at these types of work environments.

The NW-06 provides for certain exemptions under certain situations.

Physical Activity Exemption

One of the exemptions applies while engaging in physical activity outside. So in the instance in which someone is working at a construction site outside, no facial covering is required at all.

No Close Contact or Proximity to Coworkers and the Public Exemption

If the construction is indoors or outdoors and the workers are not in close contact or proximity to co-workers or the public, then masking is not required.

However, when driving a County vehicle with a fellow co-worker, face covering must be used.

Health and Safety Exemption

Wearing a facial covering is exempted if wearing it poses a mental or physical health, safety or security risk.

Operating Outdoor Equipment Exemption

Use of facial covering is exempted when using outdoor equipment.

In short, if your work location/site/environment includes physical activity outside and you are not in close contact with your co-workers or the public, you are not required to use a face covering. Should you have any concerns or doubt, please err on the side of caution and use a face covering or ask your supervisor.

Q: Where can we obtain face coverings?

If you do not meet the social distancing requirements listed above, please contact the Office of Emergency Management.

Bexar County employees will not be precluded from using their own home made/custom made cloth face coverings.

Examples of Face Coverings

The CDC discourages buying medical and N95 masks as they are needed for medical personnel and first responders.

Cloth face coverings are recommended. These can be home made and be made from bandanas, scarves, handkerchiefs, t-shirts, and such other commonly found household materials. Here is a link on how to make a no-sew face mask from an old clean t-shirt.

CDC information on how to quickly and easily make your own cloth face masks can be found [here](#).

Q: Can I use a disposable mask?

These are acceptable. If during the course of the day, the mask becomes soiled, torn, moist or incurs any damage, it needs to be disposed of immediately. Disposable masks should not be used more than 3 times before disposing. It is recommended that you use a cloth face covering as they are easier to find and/or make and cost little to nothing.

Q: How do I properly wear a homemade face covering?

Cloth face coverings should—

- fit snugly but comfortably against the side of the face
- be secured with ties or ear loops
- include multiple layers of fabric
- allow for breathing without restriction
- be able to be laundered and machine dried without damage or change to shape



Additional information including graphics and videos on the training and proper usage of face coverings are available below. Should you have any questions, please contact your supervisor.

Informational and training links on proper face covering usage:

- CDC video on how to make a cloth face covering and wear it properly [here](#).
- This ABC video shows how to properly wear a cloth face covering and wash it, can be found [here](#).

Q: Should cloth face coverings be washed or otherwise cleaned regularly? How often?

Yes, they should be washed daily.

Q: How can I safely sterilize/clean a cloth face covering?

You can wash a cloth face covering in a regular washing machine with hot water.

Q: How can I safely remove a used cloth face covering?

You should be careful not to touch your eyes, nose, and mouth when removing their face covering and wash hands immediately after removing. Place the used covering in your closed hamper or other closed container until you are ready to wash or you can simply drop into your washing machine and wash immediately.

Face coverings do mitigate the risk as a secondary strategy, but are not a substitute for social distancing, frequent handwashing and self-isolation when sick.