The following information will assist you in understanding the different types of masks, what they are used for, and how and when to use them. Employees, please familiarize yourself with this information and consider how it applies to the work you perform. Supervisors please ensure this is communicated within your teams.

<table>
<thead>
<tr>
<th>Mask type</th>
<th>Description</th>
<th>Specifications</th>
<th>Examples of when to use</th>
</tr>
</thead>
</table>
| Non-Medical Mask        | Acts as a barrier device only to catch pathogens (i.e. viruses, bacteria) shed in liquid droplets and aerosols from the wearer’s mouth and nose. These masks are subject to testing and design standards. | • Non-medical masks will be issued to employees who require PPE for physical distancing controls  
• Requires accompanying hygiene, donning/doffing and disposal practices  
• Facial hair, in most cases will not interfere with use and these may be worn by persons having facial hair  
• Masks with exhalation valves are not recommended because they may allow infectious droplets or aerosols to potentially leave the mask  
• Alberta Health and Health Canada recommend non-medical masks be made of three layers with one of the layers being of filtering materials. | Engineering or administrative controls aren’t practical, the work task is deemed necessary (ie. essential), and a worker must work within 6 feet (2 metres) of coworkers or the public  
When inside public areas including private and city owned and operated indoor facilities, transit vehicles and transit stations/platforms.  
When arriving at the work location, using the elevator and stair wells, accessing shared spaces such as washrooms and lunchrooms, and while riding in personal or city vehicles with others. |
| Cloth Face Covering     | Typically handmade, sewn or assembled from fabric and used to entrap and contain respiratory droplets and aerosols expelled from the wearer. | • Risks, limitations and quality vary widely due to no testing or design standards  
• Cloth face coverings should not be worn in place of non medical face masks issued as a control associated with the hazard assessment  
• Facial hair, in most cases will not interfere with use and these may be worn by persons having facial hair  
• Alberta Health and Health Canada recommend homemade and purchased cloth face coverings be made of three layers with one of the layers being of filtering materials. | Engineering or administrative controls aren’t practical, the work task is deemed necessary (ie. essential), and a worker must work within 6 feet (2 metres) of coworkers or the public.  
When inside public areas including private and city owned and operated indoor facilities, transit vehicles and transit stations/platforms.  
When arriving at the work location, using the elevator and stair wells, accessing shared spaces such as washrooms and lunchrooms, and while riding in personal or city vehicles with others. |
<table>
<thead>
<tr>
<th><strong>Face Shield</strong></th>
<th>A type of PPE that aims to protect the wearer's face (or part of it) from hazards such as flying objects, chemical splashes, or potentially infectious materials</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>N95 Filtering Respirator</strong></td>
<td>Protects the wearer from airborne particle hazards by filtering particles from the air. These respirators are intended to seal tightly to the wearer's face and are subject to testing and design standards</td>
</tr>
<tr>
<td><strong>Bandanas, Neck Gaiters and Scarves</strong></td>
<td>Bandanas, neck gaiters (neck warmers) and scarves are not recommended face coverings because they do not fit securely, are not multiple layers and are difficult to remove without contaminating yourself.</td>
</tr>
<tr>
<td><strong>Mouth Shield Mask</strong></td>
<td>Mouth shield masks are a hybrid device made from a face shield that has been modified to fit more like a mask or face covering.</td>
</tr>
</tbody>
</table>

- Face shields do not provide adequate protection from the periphery (sides) and the underside
- Face shields cannot be used as an alternative to a non medical mask when physical distancing cannot be achieved

- Requires fit testing and health screening before use
- Requires accompanying hygiene, donning/doffing and disposal practices
- N95 are being reserved for primary and allied healthcare services
- Facial hair will interfere with respirator seal, and wearers must be clean shaven to wear N95
- Masks with exhalation valves are not recommended because they may allow infectious droplets or aerosols to potentially leave the mask

- These items are intended to protect against the weather elements and colder temperatures and are not effective barrier devices
- These also require accompanying hygiene, donning/doffing and handling practices to prevent these from becoming contaminated by the wearers own respiratory droplets and fluids, to prevent spreading of these to other workers

- These devices are not considered an acceptable alternative to non-medical mask or face covering because they do not effectively contain the respiratory droplets and aerosols expelled from the wearers mouth and nose

- Related to COVID-19, face shields are typically used and reserved for treating COVID-19 patients in healthcare settings and are worn with additional PPE such as an N95 respirator

- N95 respirators should be used for particulate respiratory hazards such as dust

- Use other types of acceptable non-medical mask, face covering or filtering respirators in combination with these for the purpose of COVID-19 protection.

- Use other types of acceptable non-medical mask, face covering or filtering respirators for the purpose of COVID-19 protection.

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**Resources available on OneCity and Edmonton.ca**

- [Video](#)
- [Face Covering FAQs](#)
- [How to wear a non medical mask poster](#)
COVID-19 INFORMATION

HOW TO WEAR A NON-MEDICAL MASK

Non-medical masks, including homemade cloth masks, can help prevent the spread COVID-19. They are another tool to use in places where it's difficult to keep two metres from other people for extended periods of time – such as public transit, grocery stores, pharmacies, hair salons, airplanes and some retail shops.

Masks do not replace proper hygiene, physical distancing or isolation to prevent the spread.

SAFELY PUTTING A MASK ON

1. Wash/sanitize your hands.

2. Inspect the mask, holding it by the ties or loops. Discard if damaged or dirty.

3. Open it to cover from the bridge of your nose to your chin.

4. Adjust the mask to your face so there are no gaps on the side.

5. If mask has a stiff edge, pinch to close gaps between nose and mask.

6. Keep your nose, mouth and chin covered at all times. Avoid touching the mask.

SAFELY TAKING OFF A MASK

1. Wash/sanitize your hands.

2. Remove it from the back by resealing ties or loops. Do not touch the front of the mask.

3. Discard the mask immediately if disposable. Wash thoroughly if reusable.

4. Wash/sanitize your hands.

FOR MORE INFORMATION ON WEARING AND CARING FOR YOUR MASK

alberta.ca/masks
Close Proximity Work
Working within 6 feet (2 meters) of other workers, or the public

Close Proximity Work is Required

Is the work critical to the business or to safety?
- Yes
  - Can tools or equipment be used to allow fewer people to do the work?
    - Yes
      - Evaluate the impact of the tools/equipment on the work, people involved and the environment
    - No
      - Can physical guards or barriers be used? i.e. Plexiglass or poly
        - Yes
          - Evaluate the safe installation of barriers to separate people while working
        - No
          - Can tasks be spread across the area or over time so people can work on their own?
            - Yes
              - Create a staged work plan to complete the work
            - No
              - If no alternatives exist, provide appropriate PPE for the task

No

Defer the work to a later date or until it becomes critical (contact your immediate supervisor to determine)

Conduct the work

Note: the supervisor should be involved in planning the work, and when the work is deferred or stopped