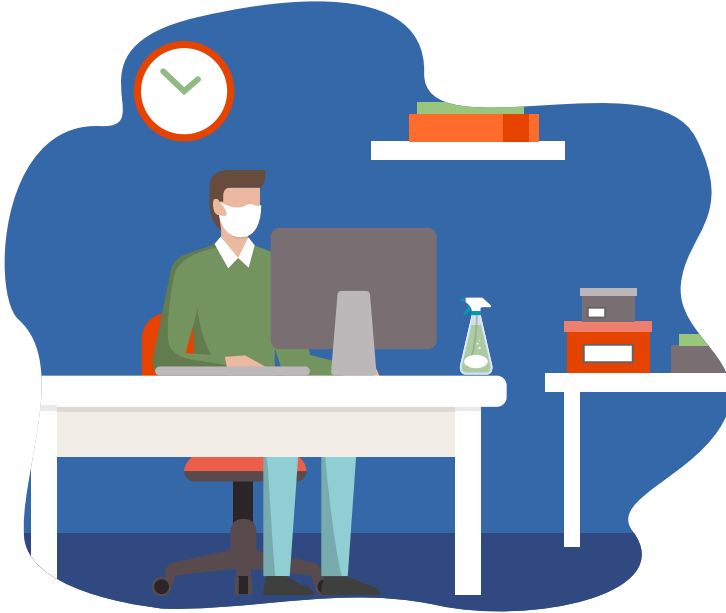


# IT IS MANDATORY TO WEAR A MASK INDOORS

Beginning August 23, 2021



## Things your business can do to reduce the spread of COVID-19

- Increase ventilation. Open windows and doors, change out HVAC filters frequently and consider using MERV-13 filters. Hold in-person meetings in rooms with high ceilings.
- Stagger times employees report to work and break times. Restrict capacity in break rooms and have occupants face away from each other at a distance greater than six feet if possible.
- Supply extra face masks and have them readily available.
- Wipe down commonly touched surfaces frequently.
- Send employees home if they are visibly ill.
- Practice social distancing of six feet or greater when possible. (This is not mandated.)
- Place signs indicating face masks are required at all entrances, reception desks, and employee check-in locations.
- Report COVID-19 positive employees. If your business has less than 50 employees, report two or more COVID-19 cases to SRHD by emailing [livingenvironment@srhd.org](mailto:livingenvironment@srhd.org). If your business has greater than 50 employees, report ten or more cases to SRHD and Washington State Department of Labor and Industries.
- Provide education to the employees about COVID-19 safety.
- Have a point person for COVID-19 related issues.

Every person in Washington state must wear a face covering that covers their nose and mouth indoors if any person from outside their household is present or they are in a place that is generally accessible to people from outside their household.

## There are situations where a worker may remove their mask.

### HERE ARE TWO EXAMPLES:

- Working indoors if the employee is in areas not generally accessible to the public, no customers, volunteers, visitors, or non-employees are present, and the worker is fully vaccinated against COVID-19.
- Working indoors if the worker is isolated from interactions with others and has little or no expectation of in-person interruptions. This includes the only occupant in an office or a cubicle with a closed door who is unlikely to be visited. If the individual is in a cubicle, it must have at least three sides that are the height of the person's mouth. If another person enters the space, they must both wear a mask.

**VACCINATION**  
is the best strategy for reducing  
the spread of COVID-19.