

07/08/2020

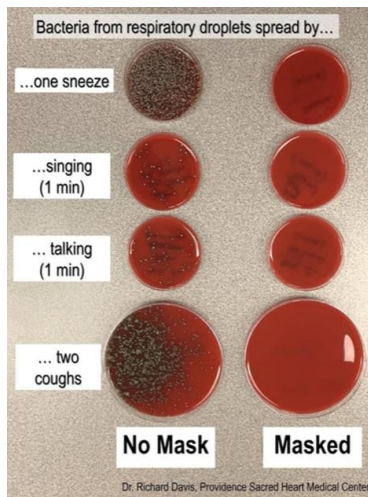
Dear City Staff,

The City of Lawrence has created a new administrative policy on face coverings during a declared pandemic. This policy will help us protect our employees as well as volunteers and the general public as they interact with City staff.

While we encourage you to read the policy in full, available [here](#), some of the main points are copied below for easy reference:

- City employees must wear face covers during viral pandemics or other pandemics as declared by the World Health Organization, the Centers for Disease Control, the Kansas Department of Health and Environment, Lawrence-Douglas County Public Health or other health agencies
- While on duty, all employees are required to wear a clean face covering any time they are, or will be, in direct contact with other people, in public or private spaces, and where there is no social distancing (more than six feet apart from another individual).
- All City of Lawrence employees must have a face cover readily available at all times while working.
- If an employee is unable to wear a face cover, then they must inform their supervisor, so that Risk Management can be contacted to consider alternative safety options.

We appreciate everyone's efforts and ask that you continue to do your part and wear a mask. It has been demonstrated to be one of the best ways to keep each other safe. Recently, LMH Health shared an image that shows how much more likely it is for respiratory droplets to spread when not wearing a mask (see below). This reinforces why it is important for all of us to follow the mask policy.



Thanks to all of you for your commitment to keeping each other safe. If you have any questions, please let us know.

Thank you,
City of Lawrence Human Resources