Unmasking the Truth:
Your Guide to COVID-19 Face Coverings

Why wear a mask or face covering?

- Face masks are an important tool in the effort to mitigate the spread of COVID-19. A mask helps to contain small respiratory droplets from your mouth or nose when you talk, sneeze or cough.

- If you have COVID-19 and are not symptomatic, a face mask reduces the chance that you will spread the virus to others unknowingly.

- Face masks must still be accompanied by physical distancing and good hygiene practices.

- You wear a mask or face covering to protect both yourself and others.

REMEMBER: It's our policy to wear masks, even if customers or other contacts do not.

What type of face covering should you wear?

All employees: Office, production and mobile workers

Type of Mask	Description	When to Use
Cloth mask	Should be at least two layers of cloth fitted to cover the nose and mouth completely.	These are the ideal masks for team members to use at work and in their personal lives.
Surgical mask	Blue or green, disposable mask. Not washable or reusable.	Use as backup when a cloth mask is not available (e.g., if they are all in the wash or are forgotten when coming to work).

Production workers, for dust protection

Type of Mask	Description	When to Use
N95/KN95 respirator	N95: Medical-grade device designed to prevent exposure to microdroplets. KN95: Workplace device designed to prevent exposure to dust and other particulate matter. Do not wear masks with valves in settings where physical distance cannot be maintained.	Within Alltech companies, KN95s are reserved for those in production settings where dust protection is needed. Use models without valves where possible.

Special use: Worn with face covering/mask or in approved medical exemption cases

Type of Mask	Description	When to Use
Face shield	Fitted to the forehead with a plastic visor covering the face	A face shield is NOT a substitute for a face mask because it does not seal the mouth and nose. However, it can be used in addition to a face mask to provide coverage of the eyes. Face shields may be sanctioned for medical conditions in conjunction with enhanced social distancing measures. Authorization will be given on a case-by-case basis.

Not approved for workplace

Type of Mask	Description	When to Use
Bandana	Should be at least two layers of cloth fitted to cover the nose and mouth completely.	Not as effective as a cloth face covering in providing consistent coverage.
Gaiter/snood	Designed to be worn around the neck and pulled up over the nose and mouth. It should be at least two layers of fabric.	A recent study found these to be the least effective face covering and indicated that they could be counterproductive. As such, they should not be used.

It only works well if you wear it correctly!

How to wear a mask properly.

1

Face masks should be put on and removed using the ear loops. It is important to avoid touching the body of the mask.

2

Your mask should provide coverage from the bridge of your nose to beneath your chin.

3

A mask hanging beneath your chin while not in use increases the risk of spreading droplets from your chin to your mouth when reapplied.

4

It should be well-fitted to your face yet allow you to breathe. If you need to keep touching it in order to reposition it, the mask loses its effectiveness.

A mask that covers only your mouth is NOT adequate.

Handling of cloth mask between and after use

- After use, the mask should be carefully folded so that the interior portion that was on your nose and mouth remains on the inside of the fold.

- Do not place your mask in a pocket or purse.

- Place the mask in a clean or new paper bag.

- Wash your hands after handling your face mask.

- Your cloth mask should be laundered with hot water and detergent after each day's use. Therefore, you should have a supply of several cloth masks.

What if a medical condition prevents me from wearing a mask?

Please contact your local COVID-19 Task Force member or the ROC Group (roc@alltech.com). Additional measures will need to be considered based on the specifics of your situation.

Alltech®