

CITY OF NEWPORT
EMERGENCY ORDER NO. 2020-10

WHEREAS, the Governor of the State of Oregon declared a state of emergency for the state on March 8, 2020, finding that COVID-19 created a threat to the public health and safety and constituted a statewide emergency; and

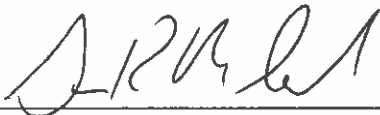
WHEREAS, the City of Newport staff began meeting in early March regarding planning for a response to the COVID-19 emergency in Newport; and

WHEREAS, on March 16, 2020, the City Council of the City of Newport ratified the temporary declaration of emergency made on March 13, 2020; and

WHEREAS, Newport staff took, and continue to take, actions in an effort to “flatten the curve” of the COVID-19 virus, and by this Order, document those actions that include:

I, Spencer R. Nebel, City Manager, hereby order:

April 10, 2020 Approved a temporary COVID-19 Face Covering Policy, as attached.




Spencer R. Nebel, City Manager

Dated: April 10, 2020



Temporary COVID-19 Face Covering Policy

POLICY NUMBER: COVID-19.5	EFFECTIVE DATE: April 10, 2020
REVISION DATE:	REVISION NUMBER:
CITY MANAGER APPROVAL: 	DATE: April 10, 2020

POLICY

This policy is intended to remain in effect only for the duration of the declared public health emergency related to COVID-19.

The City of Newport is committed to providing our employees with a safe and healthy work environment. To accomplish this goal, all employees must diligently undertake efforts to promote safety. The health and safety of self and others is everyone's responsibility during this health emergency.

The Center for Disease Control (CDC) continues to study the spread and effects of the novel coronavirus (COVID-19) across the United States. We now know from recent studies that a significant portion of individuals with coronavirus lack symptoms ("asymptomatic") and that even those who eventually develop symptoms ("pre-symptomatic") can transmit the virus to others before showing symptoms. This means that the virus can spread between people interacting in close proximity—for example, speaking, coughing, or sneezing, even if those people are not exhibiting symptoms.

In conjunction with this temporary policy, cloth/washable masks will be distributed to all employees throughout the City of Newport. The purpose of providing these masks is to help prevent spreading the COVID-19 virus among our employees. Cloth masks help prevent spreading the virus from people who otherwise feel healthy. The use of a simple cloth face covering to slow the spread of the virus and to help people who may have the virus and do not know it from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials are acceptable for non-public safety employees.

The city will require all office staff to wear a cloth face covering whenever they are in the workplace and working with co-workers, clients, vendors, etc., regardless of whether social distancing is occurring. If working alone in a private office, a face covering is not required, unless another person enters the office. The only exception is in cases where an employee has a medical condition that makes breathing difficult.

Public Works employees are required to maintain social distancing measures in the field. If that is not possible, employees are required to wear a face covering. If more than one employee is traveling in a city owned vehicle, all employees in the vehicle must wear face coverings. The only exception to wearing a face covering is if doing so creates a safety risk. The exception does not apply to meetings, or group gatherings related to their duties. In these cases, employees will be required to wear a face covering.

Public Safety employees (Fire and Police) are exempt from this policy while conducting duty functions; however, they are required to wear appropriate PPE when directed by the department head to wear it. The exemption does not apply to meetings, or group gatherings related to their duties. In these cases, employees will be required to wear a face covering.

The face coverings are not a substitute for social distancing. Social distancing continues to be in effect in compliance with Executive Order 20-12/Workplace Restrictions. Please see Temporary Social Distancing Policy COVID-19.3.

We ask all employees to make every effort to help preserve the supply of PPE and reduce the need for replacement (paper) masks whenever possible. Infection Prevention guidelines should be followed on the use and re-use of face masks.

Cloth face masks should :

- Fit snugly but comfortable 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 in shape.
- Be routinely washed (in a washing machine) depending on the frequency of use.

Employees should be careful not to touch their eyes, nose, and mouth when removing the cloth covering and wash hands immediately after removing it.

The cloth face coverings recommended in this policy are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for first responders.