

City of Fargo
Temporary Employment Policy
Mask Usage

Effective: August 17, 2020 until repealed

In conjunction with Commission approved directive on July 27th, 2020 to develop a mask usage policy for the City of Fargo, the City of Fargo makes the following policy.

Requirements:

- In accordance with CDC recommendations, face masks or coverings shall be worn over the nose and mouth as follows.
 - Whenever in a public indoor space such as a lobby, elevator, hallway, or any type of public setting indoors where 6' distancing cannot be maintained.
 - Whenever an employee is unable to maintain 6' of distance between themselves and others
 - When riding in a vehicle with others.
 - Communicating or working in the same room as a citizen, guest or outside vendor when 6' distancing cannot be maintained
 - When directed to do so by Employee Health for return to work under CDC guidelines
 - When directed to do so by employee's own medical provider
 - When directed to do so by a supervisor/department level work procedure
 - This policy is subject to amendment to conform to changes recommended by the CDC

Employees shall follow this policy with the spirit and intent of preventing the spread of COVID-19.

Considerations:

- Employees who feel they are unable to wear face coverings can call Employee Health at 476-4030 to schedule a consultation.
- Employees unable to wear a mask but find themselves in a mask usage situation will be required to wear face shields.
- Mask usage may be discontinued if there is a safety concern or situation that it is immediately dangerous to life and health (IDLH).
- Departments shall ensure an adequate amount of supplies are on hand for easy access by all employees to comply with this policy.
- Employees shall ensure masks are cleaned properly
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>
- Employees shall carry the appropriate face covering with them while on duty.

- Employees shall work with their respective supervisor to address any concerns with the face mask usage policy and compliance with policy by others
- Employee health and wellness is a key spread prevention tool. Further guidance can be found at <https://fargond.gov/city-government/departments/human-resources/covid-19-employee-information>

Enforcement:

Refusal to wear a mask or face covering when directed by a supervisor, under the direction of this policy, or in accordance with departmental procedures, may be subject to disciplinary action under 300-008 Disciplinary Guidelines.

Working with the public:

- Employees shall engage a supervisor in the event that guest or member of the public either refuses to wear a mask or refuses to comply with distancing or other spread prevention instructions while on COF premises.