

Guidance enclosed regarding Governor Bullock's mandatory mask directive

Distributed Monday, July 20, 2020

Please review the following guidance regarding Governor Bullock's mandatory mask directive issued on July 15, 2020, to understand how this directive impacts you at work.

As previously required, employees working in public-facing roles must continue to wear face masks at work.

Employees who are working in the office, but who do not work in public-facing roles or in the areas open to the public, must wear face masks when in meetings with others and when in common areas. Employees do not have to wear masks when alone in their private offices.

Agencies have discretion to require employees to wear masks while at their individual work stations when the work environment does not allow for proper social distancing, such as in a shared workspace or a group of cubicles.

Employees and agencies must continue to follow the guidance outlined in the [Return to Worksite Stage 1 Guidelines](#) document issued on June 15, 2020. Employees should continue to work remotely whenever possible. Meetings should continue to be held virtually whenever possible.

Agencies with public-facing office spaces must post signage indicating that individuals aged five and over must wear a mask while inside the state public office space. Those agencies must also provide disposable masks for members of the public. General Services Division has prepared signage for your office and work areas. Easily download and print these signs on your office copier. Materials are available for download [here](#).

If an employee is told by a customer of a state agency that the individual cannot wear a mask for medical reasons, the employee should provide service to the individual as expeditiously as possible while reasonably following other social distancing guidelines, such as keeping at least six feet of space between each other or being separated by Plexiglass.

If an employee encounters a member of the public who refuses to wear a mask at a state office and does not have a medical reason for not wearing a mask, the employee should contact a manager. State employees can refuse service to the individual. Employees who encounter belligerent or disruptive members of the public should contact local law enforcement if they feel they cannot control the situation.

Please contact your agency human resources staff or your agency management if you have any questions or concerns.

Thank you,
Director Lewis