Please use a Mask to Cover Your Mouth and Nose While in Public on Campus

*****PLEASE GIVE WIDEST DISTRIBUTION*****

Friday, April 17, 2020

To: Campus Community

Fr: Garry Mac Pherson, Vice Chancellor, Administrative Services

Re: Guidance for the Use of Cloth Face Coverings on Campus

Dear Colleagues:

We are writing to strongly encourage the use of face coverings for all UC Santa Barbara personnel who must come to campus to perform essential services in accordance with the recommendations issued by the Centers for Disease Control (CDC), the California Department of Public Health, and our own Santa Barbara County Public Health officials.

The new guidance recommends cloth coverings such as bandannas, scarves, or even simple homemade cloth versions as coverings for when you are out in public.

For UC Santa Barbara personnel who are performing essential services on campus and who are unable to provide their own, the campus has purchased and will be distributing cloth face coverings as supplies allow. Because of the demand across the country, the campus supply is limited. We expect our first order to arrive today with additional supplies scheduled for delivery in the coming weeks.

Please let your business officer or supervisor know as soon as possible if you are unable to provide your own face covering and we will arrange to provide a face cover for you as our supplies allow. Business officers and supervisors should contact EH&S Director David McHale (805-698-3078) or david.mchale@ucsb.edu with a list of individuals who need to be on campus and have requested coverings. EH&S will arrange for distribution as supplies become available.

As Chancellor Yang highlighted in a previous memo, our campus health experts also are recommending face coverings for people whenever going out in public. Face coverings can keep people who have the virus but are asymptomatic from spreading it to others. Evidence shows that covering the mouth and nose can be effective in reducing the release of airborne respiratory droplets that can infect others. More information about how COVID-19 spreads can be found on the CDC website at: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html.

Face coverings for sale are still in short supply, but the CDC has provided instructions on how you can make your own. It is recommended to wash cloth face coverings regularly, handle your face covering with clean hands, and wash your hands immediately after removing it.

As always, we will post the latest updates, links to information, and the campus’s response to COVID-19 on the University’s COVID-19 page.

"Stay in place, maintain your space, and cover your face"

cc: Henry Yang, Chancellor

Henning Bohn, Chair, Academic Senate

David Marshall, Executive Vice Chancellor

Chuck Haines, Assistant Chancellor

Joseph Incandela, Vice Chancellor, Research

Margaret Klawunn, Vice Chancellor, Student Affairs

Cynthia Señoriz, Director, Human Resources

Beverly Colgate
How to Properly Put on and Take off a Disposable Respirator

Putting On The Respirator
1. Wash your hands thoroughly before putting on and taking off the respirator.
2. Lift the respirator in your hand and place it on your face, with the nose clip facing up.
3. Pinch the nose clip and place it on your nose.
4. Pinch the top strap and press it against your forehead.
5. Pinch the bottom strap and press it against your chin.
6. Secure the respirator under your chin with the respirator and chin strap.
7. There are two straps on each side of the respirator. The bottom strap should be around your neck and the top strap should be on your forehead.

Checking Your Seal
1. Pinch the nose clip and place it on your nose.
2. Pinch the top strap and press it against your forehead.
3. Pinch the bottom strap and press it against your chin.
4. For leaks around the nose, seal it with the beaded edge in the filter pocket.
5. For leaks at the neck, make sure the respirator is secure with a proper seal and is fastened.
6. If you cannot control proper seal or leak in the filter pocket, try different size or brand.

Removing Your Respirator
1. Do not TOUCH the face shield, it may be contaminated.
2. Remove the nose clip and pinch the top strap without touching the respirator.
3. Rotate the respirator by pinching the bottom strap, followed by the top strap, and remove it from your face.
4. Wash your hands before removing the respirator.

Employees must comply with the OSHA Respiratory Protection Standard, 29 CFR 1910.134. If respirators are used by employees performing work-related duties, employees must comply with the OSHA Respiratory Protection Standard, 29 CFR 1910.134. If respirators are used by employees performing work-related duties.