

## SURGICAL MASK - INSTRUCTIONS FOR USE AND STORAGE

- Use one (1) mask per employee
- Thoroughly wash hands:
  - Before putting on the mask
  - Before adjusting the mask on your face
  - Before taking off the mask
- Only touch the straps when putting the mask on or taking the mask off
- Store the mask between uses in a clean envelope, labeled with your name
- To store the mask:
  - Carefully **fold** the mask so that the **outer surface** is held inward and against itself to reduce contact with the inner surface during storage
- **DO NOT** share mask
- The face mask should be removed and discarded if:
  - Soiled
  - Damaged, or
  - Hard to breathe through after multiple uses



REMEMBER to **thoroughly wash your hands** throughout the day. It is one of the best ways to decrease the spread of COVID-19!