

PROCEDURE:	Wearing of Face Coverings Social Distancing within City of Pearland Facilities.
INTENDED AUDIENCE:	City of Pearland Personnel and All Guests Entering a City Facility
PURPOSE:	To provide guidance related to the required use of Face Covering and Social Distancing while within City Facility Premises

Because of the hidden nature of the COVID-19 virus and the potential threat it poses to employees and guests, the revised required procedures are as follows:

I. Face Covering Required to Enter Premises

All persons over the age of ten, including employees, customers, visitors, invitees and contractors (“Patrons”), who enter a City of Pearland facility must wear a face covering over their nose and mouth, such as a surgical mask, homemade mask, scarf, bandana, or handkerchief.

Regardless of interior location, employees working directly with the public or in view of the public will wear masks.

When needed, employees may go to a break room or other designated locations to remove the mask. Ensure that no others are in the room or that the room is large enough to maintain a 6’ circle at all times. Do not exceed the occupancy capacity for rooms.

Employees, not in view of the public, working in an office space may remove their face coverings while at their desks, but must wear a face covering when moving around the office or while in common areas not designated as a mask relief location. If another person enters the employee’s office space, the mask needs to be worn.

Employees *sharing* a vehicle must have a face covering on while in the vehicle. Employees riding alone may remove the covering while in route to a destination but must remember to place the face covering on before exiting the vehicle.

The requirement of face covering does not apply if covering the nose and mouth poses a greater mental or physical health, safety, or security risk. If wearing a face covering is an issue, please contact your supervisor or your HR Business Partner.

II. Social Distancing Protocols

Even with the use of appropriate face coverings, individuals should maintain six (6) feet of social distancing whenever possible:

- Employees should not work within six (6) feet of one another, except to the extent necessary to provide services
- Patrons should maintain six (6) feet of separation from other individuals outside their household, to the extent feasible when inside a City of Pearland facility.
- Patrons waiting to be served, must maintain six (6) feet of separation from other individuals outside their household.

III. Violations

Employees may offer patrons a mask for their use while seeking services at City facilities. Patrons refusing do not wear a face covering may be asked to leave the premises and may not be served until the face covering requirements are followed.

Supervisory personnel shall enforce this policy with their colleagues.

IV. Notice and Signage

Notice of this procedure will be posted in an obvious location throughout City facilities.



**Wearing a mask is mandatory.
Stay safe. Be Smart.**



For more information visit pearlandtx.gov/coronavirus.



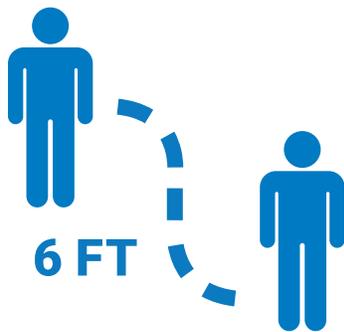
To protect yourself and others, follow these rules while in our facility:



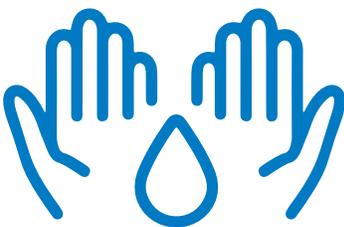
Wear a face covering.



Don't shake hands.



Stay 6 feet apart from others.



Wash or sanitize hands before and after transactions.

For more information visit pearlandtx.gov/coronavirus.