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Hello FM Team,

With CSU's indoor mask mandate and the recent mask recommendations from the Pandemic Preparedness Team, FM has acquired N95 masks for employee use during work hours. Any FM employee who would feel more protected with an N-95 can let their supervisor know. Based on employee requests, supervisors will order one mask per interested employee from the warehouse. *Choosing to wear an N-95 mask for work is voluntary, not mandatory.*

According to the Centers for Disease Control (CDC), cloth masks **are not** as effective as tri-layer surgical style masks and N95 masks, available at retail stores and pharmacies. If possible, opt for these styles over cloth. Facilities Management will make available both 1) quality three-ply surgical-style masks, as recommended by the CDC for day-to-day use during the pandemic, and 2) N95 masks that do not require a fit test by Environmental Health Services.

N95 masks must form a seal to the face to be effective. They need to be discarded and replaced when they get dirty, wet, damaged; become difficult to breathe through; or when the straps are stretched out and the seal no longer fits tightly. More information can be found here: [How to Use Your N95 Respirator | CDC](#) or [Guidance for wearing masks | Colorado COVID-19 Updates](#). Attached is a guide for the correct use of the N-95 masks ordered for FM. Please communicate with your supervisor when you need to replace your N-95 mask.

As a reminder, if you are scheduled to receive your COVID vaccine or COVID booster, you may use Public Health Emergency Leave (PHEL) for the appointment or any work absences due to symptoms that occur. Have your supervisor reach out to FM HR to have this applied.



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