



Health Unit • Bureau de santé

SAMPLE POLICY

Mandatory Use of Mask or Face Covering within *[Name of Business or Organization]*

1. Beginning July 23, 2020, all employees, visitors and customers are required to wear a mask or face covering upon entering and remaining within *[Name of Business or Organization]*. The mask or face covering must cover the nose, mouth and chin.
 - a. The following persons are exempted from the requirement to wear a mask or face covering and will not be required to provide proof of such exemption:
 - i. Children under two years of age, or children under the age of five years either chronologically or developmentally who refuse to wear a mask or face covering and cannot be persuaded to do so by their caregiver;
 - ii. Persons with medical conditions who cannot safely wear a mask or face covering (e.g. due to breathing difficulties, cognitive difficulties, hearing or communication difficulties);
 - iii. Persons who cannot wear or remove a mask or face covering without assistance, including people who are accommodated under the Accessibility for Ontarians with Disabilities Act (AODA) or are protected under the Ontario Human Rights Code, R.S.O. 1990, c.H. 19 as amended;
 - iv. Employees who are in an area of the premise that is not designated for public access, or who are within or behind a physical barrier (e.g. Plexiglass).
 - b. Temporary removal of the mask or face covering is permitted where necessary for the following purposes:
 - i. Actively engaging in an athletic or fitness activity including water-based activities;
 - ii. Consuming food or drink;
 - iii. Receiving services to areas of the face that would otherwise be covered by a face covering, when and where any such services are permitted under the regulations;
 - iv. For any emergency or medical purpose.
2. This policy will be implemented and enforced in “good faith” to primarily educate people on masks and face coverings and promote their use in enclosed public spaces.
 - a. Persons with exemptions listed under 1a) are not required to show proof of exemption.
 - b. Signs about the requirement to wear masks or face coverings shall be posted at all public entrances.
 - c. Persons entering or remaining without a mask or face covering will be given a verbal reminder of the policy’s masking requirement.
 - d. Employees will be trained on the policy, including where and how to properly wear a mask or face covering, and how to help and respond to customers who do not have a mask or face covering.
 - e. Ensure availability of alcohol-based hand rub at all entrances and exits for the use of all persons entering or exiting the establishment.