



MEMORANDUM

DATE: May 21, 2021

FROM: Michael J. Ortega, PE
City Manager

TO: All City Employees

SUBJECT: COVID-19 Pandemic Human Resource Guidelines – Part IV Face Covers - Updated

This Memo serves as a replacement for the Face Covers Memo issued on June 1, 2020. Following the Center for Disease Control's (CDC) most recent guidance for those individuals who are fully vaccinated, I am updating the City of Tucson's mask policy to be consistent with CDC and Pima County guidance. City employees who are fully vaccinated can resume work activities without wearing a face mask or physically distancing. I implore all employees to receive the vaccine if they have not done so already. Getting the COVID-19 vaccine is free and easy. You can find local vaccine sources at pima.gov/covid19vaccine or vaccinefinder.org. This document also provides guidance for City employees about mask wearing in various situations.

I. MASK WEARING IS OPTIONAL FOR VACCINATED INDIVIDUALS IN THE CONDUCT OF CITY BUSINESS.

- A. Mask wearing is mandatory for unvaccinated City employees when safe social distancing (minimum 6' physical separation) cannot be attained.
- B. Mask wearing is federally mandated on all forms of transportation including planes, buses, trains, and other forms of public transportation. Both vaccinated and unvaccinated individuals will be required to wear a mask while working with or traveling on public transportation.
- C. Face masks will be optional for vaccinated individuals and recommended for unvaccinated individuals of the public while in City facilities. City employees shall not attempt to obtain vaccination status from members of the public (including vendors or contractors). Masks will be made available for any member of the public requesting to use one.
- D. This policy shall serve as minimum guidance. Departments shall follow their respective departmental guidelines for mask usage or other higher levels of respiratory protection and infection control. Each Council Office shall set mask

TO: All City Employees

SUBJECT: COVID-19 Pandemic Human Resource Guidelines – Part IV Face Covers - Updated

Page 2

wearing policy for its own facility as needed to maintain operations for public meeting spaces.

- E. Courts / Judicial staff will follow AZ Supreme Court Administrative orders related to mask wearing.

II. GENERAL PROVISIONS AND GUIDANCE ON MINIMIZING THE RISK OF INFECTION

- A. The pandemic has highlighted the importance of taking basic precautions to ensure a healthy work environment. Employees should continue to wash hands frequently, take temperatures daily, avoid being around sick people, and especially staying home when sick. Employees should still watch out for symptoms of COVID-19, especially if they have been around someone who is sick. If you have symptoms of COVID-19, you should get tested and stay home and away from others. Testing locations can be found at <https://www.azdhs.gov/>
- B. The City will continue to make masks available for employees. Departments shall continue to keep face masks stocked for use as needed.
- C. Employees may request a face mask from their supervisor.
- D. An individual is considered fully vaccinated two weeks after the second dose of either the Pfizer or Moderna vaccines or two weeks after the single dose Johnson & Johnson vaccine. The following link is provided as additional information by the CDC regarding mask wearing for fully vaccinated individuals.
<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html>
- E. We all continue to take steps to ensure a safe and healthy workplace. We need you to do your part as well. Remember, if you are sick for any reason, please stay home. For additional information on City of Tucson COVID-19, please visit <https://www.tucsonaz.gov/covid-19/covid-19-updates>