



# CSUF Preventative Personnel Protection Recommendations

---

## **Conduct Health Screening Prior to Coming to Work**

Before leaving home, self-monitor to determine if you have the following:

- Measured or perceived fever;
- Cough; or
- Shortness of breath;
- Other symptoms of respiratory illness

## **Stay Home if Experiencing Symptoms of Covid-19**

If you are experiencing any symptoms of Covid-19, stay home and notify your manager or supervisor immediately.

## **Practice Social Distancing**

Attempt to stay six feet away from other CSUF personnel.

## **Maintain good hygiene**

Wash your hands for at least 20 seconds with soap and water before, during, and after your shift. Use hand sanitizer if soap and water are not available.

Avoid touching your face and/or face covering.

Even while wearing a face covering, use a tissue or your arm to cough or sneeze.

## **Wear Face Covering When In Communal Areas**

This face covering is NOT a medical grade mask. It is designed to reduce the release of potentially infectious particles into the air when someone speaks, coughs, or sneezes. This face covering is not a substitute for physical distancing, hand washing, or staying home when ill.

### **How to Put On a Disposable Face Covering**

1. Wash your hands or use hand sanitizer before touching the face covering.
2. Remove the face covering from packaging and make sure there are no obvious tears or holes in either side of the face covering.
3. Orient the mask. The side that has a stiff bendable edge is the top and is meant to mold to the shape of your nose. The colored side of the face covering is usually the front and should face away from you, while the white side touches your face.
4. Hold the face covering by the ear loops. Place a loop around each ear.

5. Mold or pinch the stiff edge to the shape of your nose.
6. Pull the bottom of the face covering over your mouth and chin.

### **How to Take Off a Disposable Face Covering**

1. Wash your hands or use hand sanitizer before touching the face covering. Avoid touching the front of the face covering; only touch the ear loops.
2. Hold both of the ear loops and gently lift and remove the face covering.
3. Throw the face covering in the trash. Wash your hands or use hand sanitizer.



### **Use Gloves When Necessary**

Wearing gloves does not substitute for washing your hands regularly. Wash your hands or use hand sanitizer before putting on gloves and after removing gloves.

Avoid touching your face or face covering, even when wearing gloves.

Change gloves if they become soiled or damaged.

Remove gloves by grasping the glove cuff and peeling off inside-out over your fingers, avoiding touching your palm or fingers with the other hand. Throw used glove in the trash and wash your hands. Do not reuse disposable gloves.

**Questions?** Contact Environmental Health and Safety at x7233 or [safety@fullerton.edu](mailto:safety@fullerton.edu).