



The Centers for Disease Control and Prevention is using this image in workplace posters and other materials to promote face coverings during the coronavirus pandemic.

The Postal Service is reminding employees to continue to practice social distancing and to wear face coverings to protect themselves during the *coronavirus pandemic*.

Employees must always maintain safe distancing of at least 6 feet apart from others when entering, exiting or working at any USPS facility, including Post Offices; processing plants; area and district offices; and Postal Service headquarters in Washington, DC.

Face coverings must be worn in all areas, including conference rooms, hallways, stairways and anywhere other people are present and effective safe distancing is not possible.

Employees may wear their own personal cloth face coverings or get one from a supervisor.

Additionally, the organization offers the following guidance:

- In areas where local and state governments have ordered or directed people to wear face masks, Postal Service employees *should comply*. Any USPS employee who is unable to achieve social distancing in his or her workplace should also wear a face covering.
- There should be no more than two people in an elevator at any time. Each person should wear a face covering and stand at opposite sides of the elevator. Similarly, face coverings should be worn while using a restroom, and no more than two people should use the facility at a time.
- Employees should maintain social distancing and wear face coverings when having conversations with co-workers.
- If you cannot wear a face covering for health reasons, alert your supervisor immediately.

Additionally, along with face coverings, the best defense against the spread of coronavirus and other illnesses is to *regularly wash your hands* for at least 20 seconds. Always cover your mouth when sneezing or coughing by using a tissue or your elbow.

Additional information is available on the COVID-19 *Blue* and *LiteBlue* pages.