

Update- Washington Face Covering Requirement- Effective June 8, 2020

As you know we have created COVID-19 Work Guidelines for our own employees in order to help prevent the transmission of the virus.

These Work Guidelines have recently been updated to reflect the Washington state requirement for employees to wear face coverings as well as address the use of face coverings in other states when interacting with customers. The information provided in this document is specific to face coverings, however, we will publish the updated Work Guidelines as a whole in the next week.

Please review this carefully. Although we cannot dictate how you manage your employees, **we do expect** you to instruct your employees to follow these Work Guidelines when interacting with Avista employees, customers or representing themselves in public as working for Avista. We also expect you to follow the most current state and local laws pertaining to COVID-19. This is for the safety of the individuals, as well as to avoid any regulatory or compliance consequences.

If you have questions about these Work Guidelines, please contact Cody Krogh (509) 495-2085 or Britt Bachtel-Browning (509) 495-4850.

Thank you for your understanding and ongoing support.

Washington Mask Guidelines- June 8, 2020

4. Use of Facial Coverings- General

Work Being Performed in Washington:

Under Washington's *Safe Start – Stay Healthy Proclamation* issued on May 31, 2020, employers are mandated to require workers always wear some type of face covering. The Proclamation is effective on June 8, 2020 and can be found [here](#). The only exceptions are:

- employees working alone in an office, vehicle, or at a job site
- when the job has no in-person interaction
- employees who have a medical condition or disability that makes wearing a facial covering inappropriate
- by any employee who is deaf or hard of hearing – or who is communicating with someone – who relies on language cues such as facial markers and expression and mouth movements as a part of communication

Employees should contact their immediate manager to obtain a face covering if they do not already have one. Employees should contact the Safety Department for specific questions if they are wearing a N95 or SCBA. Employees should contact Occupational Health if they have a medical condition or disability that makes wearing a face covering difficult or inappropriate.

The guidance below is meant to cover most situations and the corresponding face covering requirement. This applies to any situation where an employee is working with another employee, customer or member of the public. These requirements are in addition to current PPE requirements.

Work Group	General Face Covering Requirement
Any Employee in Structure or Office	Requirement is a face covering unless 6-foot distance can be maintained at all times from another employee, customer or a member of the public AND has a barrier such as an office or a cubicle with at least 6-foot high walls on 3 sides.
Any Employees in Vehicle	If more than one occupant in a vehicle, employees are required to wear a disposable surgical mask.
Electric (Line crews, Meter Shop, Downtown Network)	Requirement on job site is cloth FR mask.
Gas	Requirement on job site is cloth FR mask.
GPSS	Requirement on job site is cloth FR mask.
Communication Techs	Requirement on job site is cloth FR mask.
Facilities	Requirement is cloth mask.
Warehouse	Requirement is cloth mask.

Fleet	Requirement is cloth mask.
Any Work with Employees within 3 feet of each other	Requirement is a filtered respirator such as a N95, PAPR, Cartridge Respirator or SCBA. The respirator rules, such as fit testing, may apply. Please contact the Safety Department before the work starts. Exceptions to this may apply when FR clothing is required by Avista or state law.

Face Covering FAQ's regarding the Proclamation requirements have been developed and can be found [here](#).

Note: the requirement to wear face coverings when working in Washington does not eliminate any other requirement in these Work Guidelines.

Work Being Performed in Other States

Avista will continue to monitor state law requirements as well as CDC, OSHA, and L&I websites and publications for PPE recommendations. Currently, Avista **strongly recommends** that employees performing work in Oregon or Idaho wear a cloth face mask when social distancing measures are difficult to maintain. While not a complete preventative barrier, cloth face masks are designed to help slow the spread of the virus by eliminating the wearer's ability to touch their face (particularly their nose and mouth), and reducing the droplets and particles inhaled by the wearer. Avista has purchased both fire resistant ("FR") and non-FR cloth masks for employees working in the field. Specific instructions for the use of masks are available from the Safety Department.

Note: Cloth face masks are not particulate respirators and should not be worn in environments with constituents of concern (e.g. asbestos, lead, or hexavalent chromium, or in proximity to persons with COVID-19).

5. Use of Face Masks- When Interacting with Customers

As stated above, except for limited circumstances, face coverings are always required by all employees when working in Washington, including when interacting with customers.

For all other states where face coverings are not required all of the time, employees should wear a facemask when initially engaging with a customer or members of the public to support a safe and respectful customer engagement. Avista is committed to exceptional customer service and recognizes that customer expectations differ when it comes to whether employees should be required to wear a face mask. After the initial contact, employees should utilize their best judgment as to whether the mask should remain on or can be removed. If the mask is removed, employees must ensure they are able to maintain appropriate social distancing for the duration of the interaction.

Note: Employees must take all precautions to maintain social distancing of at least 6 feet when engaging with a customer or member of the public even when wearing a facemask.

