

GOVERNMENT OF YUKON
HUMAN RESOURCES DIRECTIVES IN RELATION TO COVID-19

Title: COVID-19 Directive 6 – Masks in Yukon Government Workplaces – Issued by the Executive Committee pursuant to COVID-19 Directive 1.

Effective: November 10, 2021

Background and Purpose

Yukon’s Chief Medical Officer of Health (CMOH) has recommended mandatory wearing of non-medical masks in indoor public spaces throughout Yukon in order to limit the spread of COVID-19. Following the acceptance of that recommendation, an Order under the Civil Emergency Measures Act (CEMA) will be made, effective November 13, 2021.

In addition to complying with all CEMA orders, the Government of Yukon (YG) has a responsibility to ensure the health and safety of our employees and the public we serve. Therefore, this directive comes into effect immediately in anticipation of the CEMA Order.

This Directive implements the requirement in the CEMA Order for the wearing of non-medical masks by YG employees in indoor public spaces that are YG workplaces. In addition, this Directive sets out the requirements for mandatory wearing of non-medical masks by YG employees in indoor common areas of all YG workplaces that are not public spaces.

This Directive does not apply to schools as there is separate guidance for schools respecting the usage of non-medical masks.

2.0 When and Where to Wear a Non-Medical Mask

2.1 Public Spaces

Employees must wear non-medical masks in all indoor public spaces of YG’s workplaces (whether in YG owned or leased buildings), and other indoor public spaces during the course of their work, regardless of the ability to maintain a distance of 2 metres (six feet) from others.

Indoor public spaces include but are not limited to:

- a. publicly accessible areas in Municipal, First Nation, Territorial or Federal government locations offering services to the public; and
- b. indoor workspace areas that directly service the public such as customer counters, lobbies, elevators and publically accessible hallways.

A list of indoor public spaces in Yukon is available on Yukon.ca.

**YG employees who are required to wear surgical-type masks or N95 masks as a requirement of their duties must continue to do so, despite the above section. See section 4.0 for additional information on PPE.*

2.2 Non-Public Workplaces

Employees must wear non-medical masks in indoor YG workplaces that are not public spaces, when in the common areas of such indoor workplaces.

For greater clarity, common areas include but are not limited to:

- a. bathrooms;
- b. hallways;
- c. kitchen and break areas;
- d. elevators;
- e. staircases;
- f. printer, photocopier and office supplies areas; and
- g. spaces immediately outside of meeting rooms.

Employees must wear non-medical masks in vehicles used in the course of employment if there is more than one person in the vehicle.

Employees may remove their non-medical masks in non-public indoor workplaces in the following situations:

- a. when alone in an employee's office or workstation, as long as there is a distance of 2 metres (six feet) from another employee or a barrier exists between the employee and other employees;
- b. when meeting with colleagues in an office, workstation, or meeting room where a distance of 2 metres (six feet) can be maintained and in accordance with that workplace's health and safety assessment;
- c. when eating or drinking at one's workstation or other designated area; and
- d. when an employee's workstation is situated in an area that is part of a common area, provided adequate distancing, plexiglass or other appropriate health and safety measures are in place.

2.3. Public

Members of the public must wear non-medical masks:

- a. when they are in indoor public YG workplaces in accordance with the CEMA Order; and
- b. when they are in common areas of indoor YG workplaces that are not public spaces, in accordance with 2.2 of this Directive.

For greater clarity, this requirement applies to YG contractors as well.

2.4 Exemptions

An employee who has a condition that prevents them from wearing a mask may be exempted from the requirement to wear a non-medical mask in the workplace if a medical note is provided confirming that a medical condition prevents the employee from wearing a mask.

Other exemptions included in the CEMA Order will be considered if applicable to an employee or their workplace.

3.0 Provision of Non-Medical Masks

Employees are encouraged to wear their own reusable non-medical mask. If an employee does not have a reusable or disposable non-medical mask available, the Employer will provide one.

4.0 Personal Protective Equipment (PPE)

PPE such as surgical-type masks, medical-type gloves or N95 masks must be used on the basis of risk exposure for specific work tasks and in compliance with the recommendations of the CMOH or Yukon Communicable Disease Control (YCDC).

Employees must continue to use the PPE required for their work and position by occupational health and safety legislation, safety standards, departmental policy and as advised by YCDC or the CMOH.

5.0 Enforcement

Wearing a non-medical mask as outlined in this Directive is a mandatory requirement. The requirements of this Directive are an important health and safety measure to assist in mitigating the spread of COVID-19. Refusal by an employee to wear a mask for reasons other than those outlined in section 2.4 may lead to disciplinary action.

6.0 Employee Responsibilities

Employees must:

- familiarize themselves with and take the time to understand their responsibilities in the CEMA order and this Directive;
- familiarize themselves with the use of non-medical masks in accordance with the instructions and resources provided by the Employer; and
- discuss any medical reasons for not being able to wear a mask with their supervisor.

7.0 Supervisor Responsibilities

Supervisors must:

- inform their employees about the requirement to wear non-medical masks in the workplace;
- provide information to employees on how to wear non-medical masks;
- ensure masks are available for any employee that either does not have one, or has forgotten theirs;
- actively encourage a workplace culture of wearing non-medical masks in accordance with this Directive;
- enforce the requirement to wear a non-medical mask in the workplace as outlined in this Directive; and
- ensure appropriate signage is posted in the workplace to provide clear direction to employees and the public about the requirement to wear a non-medical mask.

8.0 Safe Six

A non-medical mask is not a replacement for physical distancing, staying home when sick or handwashing. The requirement to wear a non-medical mask and this Directive should in no way reduce employees' adherence to the Safe Six.

9.0 Resources

Information on non-medical masks (Public Health Agency of Canada)

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/about-non-medical-masks-face-coverings.html>

COVID-19: How to safely use a non-medical mask or face covering (Public Health Agency of Canada)

<https://www.canada.ca/en/public-health/services/publications/diseases-conditions/covid-19-safely-use-non-medical-mask-face-covering.html>

Video on how to properly apply mask (Health Canada)

https://www.youtube.com/watch?v=gvLA--hGU70&feature=emb_title

Following the Safe 6 in Yukon government workplaces

<https://yukonnect.gov.yk.ca/employee-info/Pages/Safe6.aspx>

Other resources will be added as they become available.