



# National Postal Mail Handlers Union

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*Vice President*  
*Western Region*

June 25, 2020

To: Local Presidents  
Regional Directors/Representatives  
National Executive Board

Fr: Charles R. Manago *CRM*  
Contract Administration Representative

Re: **Postal Service releases updated CDC posters relating to Social Distancing and Face Coverings.**

Dear Sisters and Brothers:

Please find enclosed a copy of the above-reference documents from the Postal Service relating to Social Distancing and Face Coverings.

- How to Safely Wear and Take Off A Cloth Face Covering
- Stop the Spread of Germs – Help Prevent the Spread of Respiratory Diseases Like COVID-19
- Please Maintain Social Distancing

Cc: Paul V. Hogrogian, National President  
Michael J. Hora, National Secretary-Treasurer  
Teresa L. Harmon, Manager Contract Administration

# Stop the Spread of Germs

**Help prevent the spread of respiratory diseases like COVID-19.**



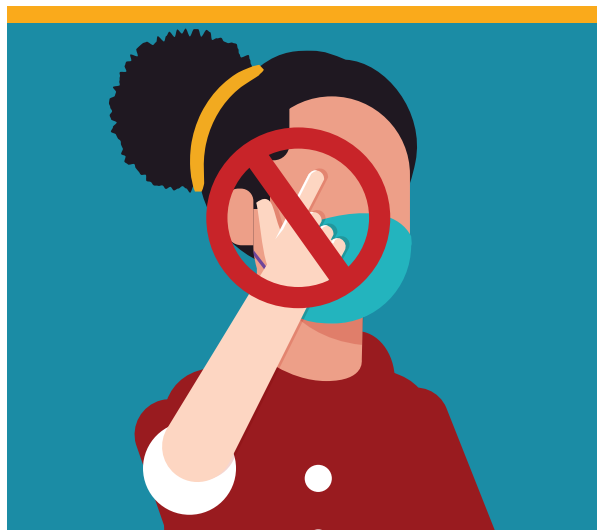
**Stay at least 6 feet  
(about 2 arms' length)  
from other people.**



**Cover your cough or sneeze with a  
tissue, then throw the tissue in the  
trash and wash your hands.**



**When in public, wear a  
cloth face covering over  
your nose and mouth.**



**Do not touch your  
eyes, nose, and mouth.**



**Clean and disinfect  
frequently touched  
objects and surfaces.**

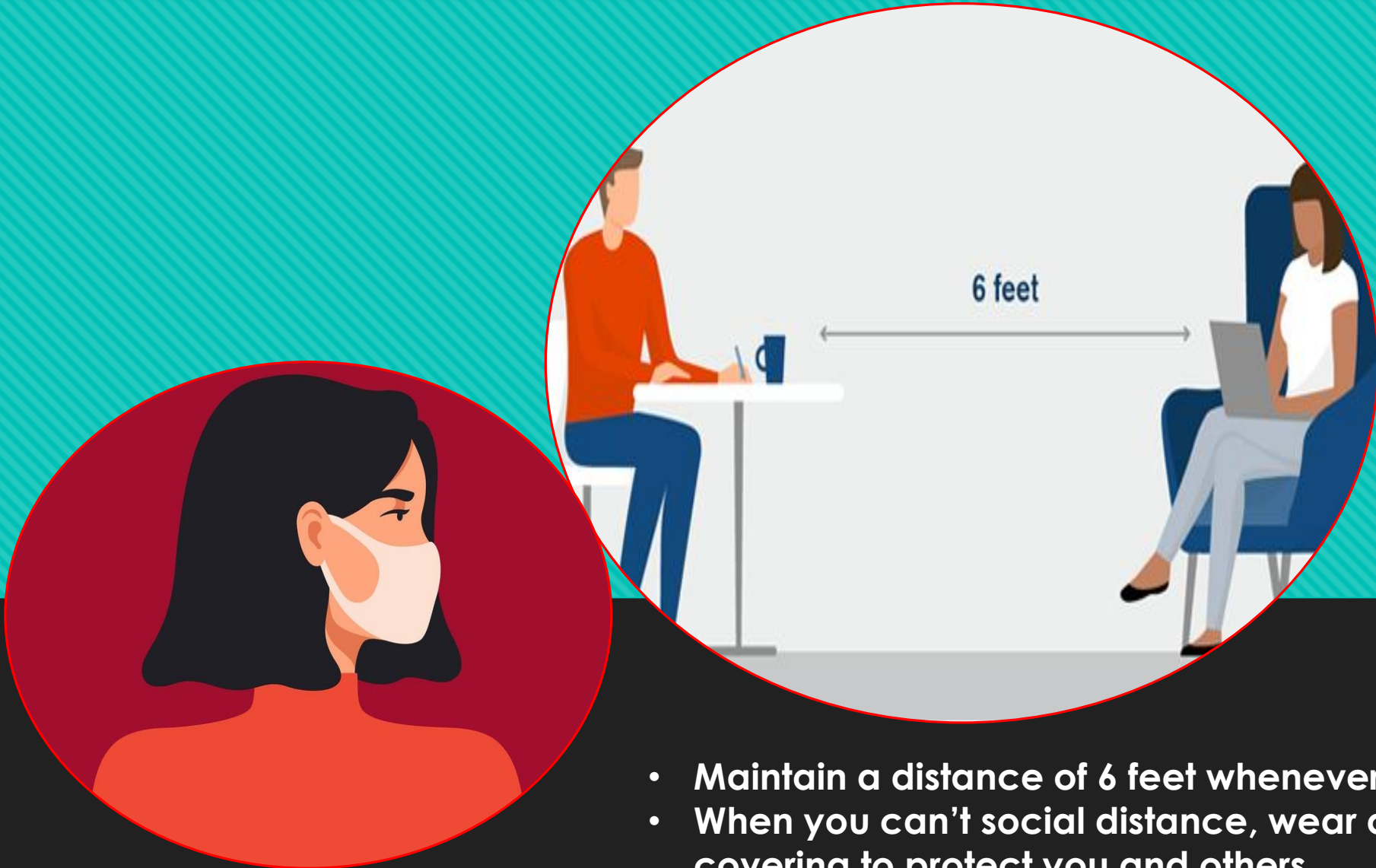


**Stay home when you are sick,  
except to get medical care.**



**Wash your hands often with soap  
and water for at least 20 seconds.**

# Please maintain Social Distancing.



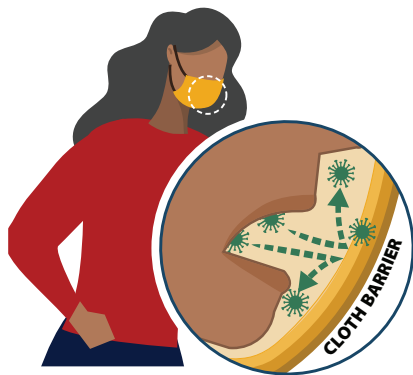
- Maintain a distance of 6 feet whenever possible.
- When you can't social distance, wear a face covering to protect you and others.

# How to Safely Wear and Take Off a Cloth Face Covering

Accessible: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

## WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2



## USE THE FACE COVERING TO HELP PROTECT OTHERS

- Wear a face covering to help protect others in case you're infected but don't have symptoms
- Keep the covering on your face the entire time you're in public
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

## FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



## TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Wash your hands with soap and water



**Cloth face coverings are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.**

For instructions on making a cloth face covering, see:

**[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)**