

Safety and Security Administration
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Coronavirus (COVID-19) Worker Personal Protective Products and Precautions Safety Advisory

Personal Protective Products and Precautions

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Version 5

The coronavirus pandemic has resulted in quickly changing requirements, directives, orders, and recommendations regarding workers. This advisory summarizes information regarding personal protective products and other safety precautions employees should take while still performing their work.

FACE COVERINGS

The federal Centers for Disease Control and Prevention (CDC) has a [recommendation](#) for the use of cloth face coverings. This recommendation is consistent with the Michigan Department of Health and Human Services' [information](#) for face coverings.

For MDOT employees, face coverings must be worn if:

- Workers are unable to maintain social distancing of 6 feet. This includes in a workplace when 6 feet of separation cannot be maintained and in shared spaces (such as restrooms, hallways, and conference rooms).
- The face covering does not create an additional hazard to the work being performed.
- The face covering is not used in place of other required respiratory protection as prescribed for the work being performed (lead exposure, painting, silica, etc.).

Options for face coverings, that cover the nose and mouth, include:

- MDOT-provided face coverings (reusable and washable) available for ordering through the MDOT Central Warehouse. Modifications for fit and comfort may be needed depending on the individual and style available.
- Employees may provide and use their own face coverings/masks if they are approved; completely cover the mouth, nose, and chin; and are at least as effective as the nonmedical cloth face covering provided to employees. Face coverings worn in the workplace shall NOT be political, offensive, or contain vulgar, obscene, abusive, or confrontational gestures, language, pictures, websites, etc. Face coverings representing certain colleges, universities, sports teams, etc., are permissible provided they meet the above-mentioned criteria. Neck gaiters (tube-style face scarves) are permitted provided they have two layers and completely cover the mouth, nose, and chin. Open-chin triangle bandanas are not allowed.

To order MDOT-provided face coverings:
Use MDOT Central Warehouse commodity number **3453269** and suffix **FM** via the SIGMA ordering process.

- Face coverings or masks that incorporate an exhalation valve or other openings, vents, holes, or visible gaps in the design or material to facilitate easy exhaling are NOT sufficient face coverings because they allow respiratory droplets to be released into the air.
- Employees who are medically unable to wear a cloth face covering MUST contact the department's [reasonable accommodation coordinator](#) to initiate the reasonable accommodation process. Reasonable accommodations are available to qualified applicants and employees with disabilities. Please contact the department's [reasonable accommodation coordinator](#) with any questions.

Care and cleaning of face coverings is important. The CDC has additional information on DIY [face coverings](#) that includes use, care, and cleaning. *TIP: Machine wash and dry face coverings with ties tied, if applicable, to prevent entanglement.*

Note: N95 filtering facepiece respirators are reserved for work-related exposures (such as silica) and are not to be used for COVID-19 at this time due to prioritization of use for healthcare due to the limited supply.

HAND SANITIZER

Proper hand washing is recommended. Water and soap* need to be available for field operations. Hand sanitizer is an additional option, but it is understood that supplies may be limited. Thus, hand sanitizer should not take the place of the availability of proper hand washing supplies.

Options for hand sanitizer include:

- MDOT-provided hand sanitizer available for ordering through the MDOT Central Warehouse. Inventory of sizes listed varies and is dependent on availability.
- Other sources (see note below). If procuring from other sources, use current purchasing procedures.

To order MDOT-provided hand sanitizer: Use MDOT Central Warehouse commodity number and suffix via the SIGMA ordering process. Options include:

- One-gallon liquid with pump dispenser: use commodity number **4851350** and suffix **GAL**.
- One-half gallon liquid: use commodity number **4851350** and suffix **DOW**.
- Eight or 16-ounce gel individual: use commodity number **4851350** and suffix **8** or **16**.

Note: In efforts to secure additional hand sanitizer and to ensure the product is appropriate, it must meet CDC guidelines for content of at least 60 percent to no more than 95 percent alcohol. In addition, it must meet Food and Drug Administration (FDA) [guidance](#) for ingredients and labeling of the amount of alcohol as a percentage. Alcohol used in the making of hand sanitizer must be food or pharmaceutical grade. Alcohol solvents as found in paint or home improvement stores are not allowed.

Bulk hand sanitizer (for example, 1-gallon liquid) may need to be transferred to smaller containers for ease of use. Depending on the consistency of the available supply (some are liquid versus gel, as noted above), a spray bottle may be appropriate. Any secondary container that hand sanitizer is transferred to must be properly labeled. Refer to MDOT safety topic titled [Labeling of Secondary Containers](#).

*Michigan Occupational Safety and Health Administration Construction Safety Standards R 408.40128 Sanitation, Rule 128, and R 408.40130 General Sanitation, Rule 130

DISINFECTING WIPES

Use of disinfecting wipes is advised and recommended. They should be available for wiping down shared equipment or vehicles. The CDC has [interim recommendations](#) for alternative solutions for disinfecting surfaces if disinfecting wipes are not available. Disinfectants bought separately or in bulk need to be registered for use through the United States Environmental Protection Agency [List N](#) for COVID-19. Be sure to review all precautions and personal protective equipment (PPE) requirements if using concentrates and mixing solutions.

Options for disinfecting wipes include:

- MDOT-provided disinfecting wipes available for ordering through the MDOT Central Warehouse. Inventory of sizes listed varies and is dependent on availability.
- MDOT-provided hand sanitizer available for ordering through the MDOT Central Warehouse (see above). Use the liquid hand sanitizer on a paper towel and wipe down or use a spray pump containing liquid hand sanitizer and let it dry on the surface.
- Other sources. If procuring from other sources, use current purchasing procedures.

To order MDOT-provided disinfecting wipes: Use MDOT Central Warehouse commodity number **481350** and suffix **ST** or **LT** for small or large tub via the SIGMA ordering process. See above for hand sanitizer.

DISPOSABLE GLOVES

The CDC currently does not have a recommendation that the general public should wear disposable gloves. Proper hand washing is one of the key components for slowing the spread of contagious illnesses. Disposable gloves are not to take the place of other work gloves that may be needed to be worn while performing work activities. If wearing disposable gloves during cleaning, be sure to take care when removing the gloves to ensure the chemicals or contaminants do not contact the skin or other surfaces and to wash your hands afterward. Refer to product safety data sheets (SDS) for proper PPE when using any chemical.

HIERARCHY OF CONTROLS

Products such as face coverings should always be considered the last line of defense or in addition to other actions. They should not take the place of good administrative or engineering controls. These may include changes to work schedules and changes in how work is performed. In the case of contagious illnesses, practice safe social distancing, wash hands properly, stay home if you are sick, cover coughs and sneezes, disinfect frequently touched surfaces, and do not touch your face.

ADDITIONAL INFORMATION

For additional information regarding coronavirus, please refer to the following websites:

- [COVID-19 Information for MDOT](#)
- [Michigan.gov/Coronavirus](https://www.michigan.gov/Coronavirus)
- [CDC](#)

Note: This advisory will be updated as new information is available. Be sure to check for the current version as noted at the top and bottom of the document.

If you have any questions, comments, or suggestions, please contact the MDOT Safety and Security Administration office at 517-241-1697 or e-mail us at MDOT-SafetyAdmin@Michigan.gov.

For other safety advisories, topics, procedures, and training materials, please visit the Inside MDOT Safety and Security Administration team website.

As with any training, please be sure to take attendance and complete an MDOT Attendance Form (MDOT 0037). Submit a copy of the Attendance Form to Safety and Security Administration and retain the original in your training files for future reference.



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