



Carleton
UNIVERSITY

Canada's Capital University

Policy Name:	Covid-19 Mask Policy
Originating/Responsible Department:	Return to Work Planning Group
Approval Authority:	Steering Committee
Date of Original Policy:	July 7, 2020
Last Updated:	N/A
Mandatory Revision Date:	N/A
Contact:	Return to Work Planning Group

Carleton University Covid-19 Mask policy ("Policy")

As ordered by the Medical Officer of Health for the City of Ottawa, effective July 7, 2020, Carleton University has adopted the following Policy regarding the usage of Masks:

1(1). No member of the public is permitted to enter or remain in the public areas of an Enclosed Public Space at Carleton University unless he or she is wearing a Mask in a manner that covers their nose, mouth and chin. For purposes of this Policy Enclosed Public Space does not include any spaces or premises on campus that are closed to members of the public.

1(2). Subsection (1) of this Policy does not apply to:

- a) Children under two years of age, or children under the age of five years either chronologically or developmentally who refuse to wear a Mask and cannot be persuaded to do so by their caregiver;
- b) Individuals with medical conditions rendering them unable to safely wear a Mask, including breathing difficulties or cognitive difficulties;
- c) Individuals who are unable to apply or remove a Mask without assistance, including those who are accommodated under the *Accessibility for Ontarians with Disabilities Act (AODA)* or who have protections under the Ontario *Human Rights Code*, R.S.O. 1990, c.H.19, as amended;
- d) A person who is employed by or is an agent of Carleton University and:
 - i. is in an area of Campus that is not designated or open for public access, or
 - ii. is within or behind a physical barrier (e.g., Plexiglass).

2. Implementation of this policy will be enacted and enforced in 'good faith' and should be primarily used as a means to educate people on Mask use in public spaces.

3. No person shall be required to provide proof of any of the exemptions set out in Subsection 1(2) of the Policy.

4. In addition, this Policy requires that:

- a) persons listed in subsection 1(2) above are exempt from the obligation of wearing a Mask;
- b) all persons working at Carleton will be trained in the requirements of the policy;
- c) employees and agents of Carleton wear a Mask when working in the public areas of the Enclosed Public Space on Campus unless the employee or agent is within or behind a physical barrier (e.g. Plexiglass);
- d) employees and agents are required to provide a verbal reminder to any person who is not an employee or agent when entering an Enclosed Public Space on Campus without a Mask that the person should be wearing a Mask as a result of this Policy;
- e) for persons in an Enclosed Public Space on Campus who remove their Mask for extended periods of time, a verbal reminder of the requirement to wear a Mask as a result of this Policy;
- f) permit the temporary removal of a Mask where necessary for the purpose of:
 - i. receiving services;
 - ii. while actively engaging in an athletic or fitness activity including water-based activities;
 - iii. consuming food or drink; or
 - iv. for any emergency or medical purpose.

5. Carleton will make available alcohol-based hand rub at all entrances and exits for the use of all persons entering or exiting an Enclosed Public Space on Campus.

6. A copy of this Policy shall on request, be provided to a Public Health Inspector or other person authorized to enforce the provisions of the EMPCA.

7. Carleton shall post, at every public entrance to an Enclosed Public Space on Campus, prominent and clearly visible signage that contains the following messages:

All persons entering or remaining in these premises must wear a mask that securely covers the nose, mouth, and chin as required by the Medical Officer of Health under the authority of the *Emergency Management and Civil Protection Act (EMCPA)* Ontario Regulation 263/20.

Toutes les personnes qui entrent ou restent dans ces locaux doivent porter un masque qui couvre solidement le nez, la bouche et le menton, comme l'exige la Médecin chef en santé publique en vertu de la *Loi sur la protection civile et la gestion des situations d'urgence (LPCGSU)*, Règlement de l'Ontario 263/20.

8. This Policy does not apply to spaces or premises on campus that are closed or remain closed to members of the public. For greater certainty, this Policy does not apply to enclosed spaces or premises on Campus that are only accessible to employees or agents of Carleton University.

9. In all other circumstances, where physical distancing requirements cannot be met, it is recommended that faculty and staff wear a Mask including in non-publicly accessible parts of campus.

10. The following definitions apply in this Policy:

“Enclosed Public Space” means indoor public spaces of businesses and organizations, accessed by the public. These include but are not limited to:

- a) restaurants, cafés, cafeterias, banquet halls;
- b) retail establishments and shopping malls;
- c) churches, mosques, synagogues, temples, or other places of worship;
- d) libraries, museums, art galleries, recreational facilities, bingo halls, community centres and halls, cinemas, theatres, concert venues, special event venues, convention centers, or other similar entertainment, cultural, or leisure facilities;
- e) sports facilities, sports clubs, gyms, yoga studios, dance studios, and stadiums;
- f) common areas of hotels, motels, or short-term rental premises such as lobbies, elevators, meeting rooms, rest rooms, laundry rooms, gyms, and kitchens;
- g) private transportation for hire, including taxis, limousines and rideshare services;
- h) common areas of premises under the control of a regulated health professional under the *Regulated Health Professions Act, 1991*, S.O. 1991, c. 18, as amended, such as waiting rooms;
- i) common areas of hospitals and independent health facilities such as lobbies, food courts and retail establishments;
- j) spas, hair salons, barbers, nail salons, and other personal service settings that are subject to health and safety protocols provided by the Province of Ontario during the provincial emergency;

The following are not considered an Enclosed Public Space:

a) Spaces subject to provincial and/or local public health guidance:

- i. Schools under the *Education Act*, R.S.O. 1990, c. E.2, as amended [Universities are not schools as per the *Education Act*];
- ii. Child care centres and providers governed by the *Child Care and Early Years Act, 2014*, S.O. 2014, c. 11, as amended;
- iii. Day camps.

b) spaces and premises on campus that are closed to members of the public.

“Mask” means: a cloth (non-medical) Mask, medical Mask or other face coverings, (e.g., bandana, a scarf or cloth), for filtering respiratory droplets that securely covers the nose, mouth, and chin and is in contact with the surrounding face without gapping.

Related Policies

Environmental Health and Safety Policy