



## NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

*National Headquarters*  
1727 KING STREET, SUITE 400  
ALEXANDRIA, VA 22314-2753  
(703) 836-9660

June 26, 2020

### **Board Memo 042-2020: NAPS' Ask – Please Wear A Mask!**

Executive Board,

The National Association of Postal Supervisors (NAPS) is committed to the safety and health of its members, their families and all postal employees, not only during a pandemic, but at all times. Currently, the news and medical experts are reporting an increase in COVID-19 cases and hospitalizations across many states, including Florida, Texas and California, just to name a few. Unfortunately, the COVID-19 pandemic is not going away anytime soon. We ask members not to underestimate the affects this pandemic can have on their health or the health of their families and with whom they work.

The attached Postal Service face covering guidelines is a reminder to all postal employees to continue to practice social distancing and to wear face coverings to protect themselves during the coronavirus pandemic. NAPS supports these USPS guidelines as they are intended to protect the health and safety of all. NAPS Headquarters is asking all EAS to comply with the USPS face mask policy when on the clock. We want to avoid non-compliance issues of our members that may result in corrective action! But, just as important, we want to avoid any NAPS member, EAS or other postal employee contracting COVID-19, resulting in a serious health issue that cannot be corrected.

NAPS cannot overemphasize the importance for all members, active and associate, to wear face masks/coverings while at work or in the public. NAPS highly encourages not just members, but all EAS, to lead by example and wear face masks/coverings and practice social distancing in the workplace or in public places while on the clock. We further ask that you continue to lead by example, when off the clock, by practicing the same social distancing and face covering protocols.

Again, the COVID-19 virus is still spreading and the daily reporting of new confirmed cases and the analysis tracing indicates that positive tested employees admitted they were not wearing face coverings! Additionally, along with face coverings, the best defense against the spread of coronavirus and other illnesses is to regularly wash your hands for at least 20 seconds. Always cover your mouth when sneezing or coughing by using a tissue or your elbow.

NAPS is very proud of postal employees, especially all active EAS and retired NAPS members for their dedication, commitment and hard work during these very challenging and difficult times to deliver America's mail or support those who do. Please share this board memo and its attachments with your membership. This memo will also be posted on the NAPS website.

Thank you in advance for your attention and support in this matter. Be and stay safe!

NAPS Headquarters

# Mandatory Stand-Up Talk

April 21, 2020

## Face covering and mask update

**Cloth face coverings or masks are mandatory in support of local or state face covering directives or orders. In addition, face coverings and masks are mandatory in all facilities where social distancing cannot be maintained.**

Throughout the ongoing Coronavirus Disease 2019 (COVID-19) outbreak, the Postal Service has continued to fulfill its critical mission to bind the nation together. Postal Service employees are working hard across the country to ensure we are there for our customers every day, serving as a lifeline for millions of people.

Your safety and wellness are of primary importance to the Postal Service. We continue to strongly recommend the use of face coverings per the Centers for Disease Control and Prevention (CDC) guidance. Many states are now mandating that face coverings are required in public settings.

**As a result, we will modify our policy with face coverings to require all employees to wear face coverings in the following situations, until the COVID-19 pandemic is no longer an issue:**

- **When there is a local or state face covering order or directive in place; or**
- **When an employee who does not deal directly with the public cannot achieve or maintain social distancing in the workplace.**

**You may request a face covering or surgical mask from your supervisor. Employees also may bring their own personal cloth face coverings to work for use while on duty. An employee who cannot wear a face covering for health reasons should immediately contact his or her supervisor.**

You should not rely solely on the use of cloth face coverings to prevent the spread of COVID-19. You should also adhere to social distancing guidelines (6 feet) whenever possible while on delivery routes, at retail counters, and within the postal workplace: in plants, on docks and in lunch and break rooms.

In addition to social distancing, please remember to follow these CDC recommended prevention methods:

- Avoid close contact with people who are sick.
- Avoid touching eyes, nose and mouth with unwashed hands.
- Stay home when you are sick.
- Cover coughs and sneezes with tissue, then throw tissue in trash.
- Clean and disinfect frequently touched objects and surfaces.
- Wash hands often with soap and water for at least 20 seconds.
- Use a 60-percent or higher alcohol-based hand sanitizer.

The Postal Service provides an essential service to our nation. Customers are expressing their gratitude to us in every community we serve.

Taking steps to stay healthy and well means we can continue to be a stable, calming presence across the country.

Thank you for everything you are doing for our customers, and for your professionalism every day.

# # #

Coronavirus Disease 2019 (COVID-19)



- The United States Postal Service has modified its policy on face coverings and is now requiring all employees to wear cloth face coverings or masks where a mandatory local or state directive exists.
- Face coverings or masks are also mandatory for employees in all facilities — postal or otherwise — where social distancing practices cannot be properly maintained. These measures have been put in place to continue to ensure the safety and well-being of our employees and the communities they serve. The policy will remain in effect until further notice.
- Employees are required to wear face coverings wherever they cannot maintain the required six feet of distance from others, including in back offices and on the workroom floor.
- The Postal Service, on April 21, 2020, has required all employees to wear cloth face coverings or masks if they are unable to properly maintain social distancing, irrespective of local or state directives.
- Employees that cannot wear masks, face coverings or face shields for health reasons, need to discuss the matter with their supervisor. The supervisor should then confer with local Occupational Health Nurse and offer a reasonable accommodation. The District Reasonable Accommodation Committee can review as to whether an accommodation should be made.