

Portland State University

Masks and Face Covering Policy

Last updated November 9, 2020

Introduction

Any person on PSU owned, leased or controlled property (“PSU Property”) must wear a mask or face covering while indoors. This includes but is not limited to all indoor work settings, and when employees are transported in a motor vehicle for work purposes, regardless of travel duration or distance. Masks or face coverings are also required outdoors when on PSU Property when physical distancing expectations (at least 6 feet apart from those in different households) cannot be met.

This safety requirement is subject to change as future guidance on face coverings is issued from the CDC, OHA, or other local, state or federal health authorities.

Definitions

- Face covering – means a cloth, polypropylene, paper or other face covering that covers the nose and the mouth and that rests snugly above the nose, below the mouth, and on the sides of the face.
- Mask – means a U.S. Food and Drug Administration (FDA) cleared surgical, medical procedure, dental, or isolation mask (commonly referred to as a “surgical mask”).
- Face shield – means a transparent plastic shield that covers the wearer’s forehead, extends below the chin, and wraps around the sides of the face.

In accordance with the CDC, OHA and OSHA, the following are not acceptable substitutes for masks or face coverings under this policy:

- Face shields,
- A face covering that incorporates a valve designed to facilitate easy exhalation
- Mesh masks, lace masks or other coverings with openings, holes, visible gaps in the design or spandex material, or vents.

Provision of Masks

While everyone may wear their own mask or face covering if it meets the above requirements, PSU will also provide masks or face coverings to all employees, customers, visitors and students, at no charge, upon request. PSU will provide masks or face coverings for employees at no cost to the worker.

Departments that expect visitors / customers must have disposable masks or face coverings available for those who arrive not wearing a mask or face covering. Departments can [request reusable cloth face covering](#) (1 per employee) to distribute to employees and/or a box of disposable masks to distribute to visitors, students or employees. Materials Management and Stores will distribute masks and face coverings to Departments in accordance with its [Mask Distribution Policy](#).

Exemptions

- When working alone in a private, individual workspace not shared with other people.
- When use goes against documented industry best practices for a specific position, or by law or regulation.
- Individuals under the age of five;
- In situations where face coverings are advised against by applicable local, state, or federal guidance (e.g. OHA Specific Guidance for Child Care Sector);
- While actively eating or drinking in a space designated for eating or drinking, when physical distancing expectations are being met. Eating or drinking is prohibited in classrooms;
- Within University Housing in a student's own residence hall room;
- During a medical examination, procedure, or service in which access to parts of the face that are covered by a mask, face covering, or face shield is necessary. A mask, face covering, or face shield is required to be worn as soon as the examination, procedure, or service in question is completed, unless a patient's medical or physical condition prevents them from being able to safely do so.
- In situations where identity needs to be confirmed by visual comparison, the affected individual may briefly remove their face covering. When possible, limit speaking while the face cover is temporarily off.
- Additional exemptions may be requested on a case by case basis by contacting Jeff Rook, PSU Physical Distancing Officer, at jrook@pdx.edu.

Disability Accommodations

If you have a medical condition or a disability that prevents you from wearing a mask or cloth face covering, you may:

- Arrange to conduct business remotely;
- For any on-campus obligations that cannot be made remote, seek an accommodation, which may include wearing an alternate face covering. Students make accommodation requests through the DRC and employees, including student employees, make accommodation requests through HR;
- If you have a disability or if you are Deaf and you need those you communicate with to wear a clear face covering, make a request for this accommodation with DRC (if you're a student), HR (if you're an employee) or your event host (if you're a guest).

If a current or prospective student, employee, candidate for employment, or member of the public disagrees with the determination and/or proposed accommodation after engaging in the interactive process, then the person may contact PSU's ADA Coordinator or the Office of Equity & Compliance. The Office of Equity and Compliance evaluates concerns of discrimination and may investigate a complaint.

Enforcement

- PSU employees who do not follow this process may be asked to leave the space by their supervisor, Human Resources, or other authorized university official. Enforcement procedures for employees will comply with PSU policies and procedures and applicable collective bargaining agreements;
- PSU Students who do not follow this process may be asked to leave the space by the faculty or staff, or other authorized university officials. Failure to abide by this policy may be adjudicated by the Office of the Dean of Student Life as a violation of the Student Conduct Code.
- All other individuals, including PSU hired contractors and visitors, must either comply with this policy or will be asked to leave PSU Property.