



July 27, 2020

Dear Heidelberg Employees:

Good Morning!

Please allow this email to provide an important reminder regarding mandatory facial coverings.

**FACIAL COVERINGS (MASKS):**

As you know, on Wednesday, July 22nd, Governor Mike DeWine issued a State-wide facial covering (mask) mandate. That mandate can be found [HERE](#). This means that all individuals in the State of Ohio must wear facial coverings when in public and this applies to all students, faculty, staff, and visitors who are on campus. Here is the relevant component of the mandatory order:

All individuals in Ohio must wear facial coverings in public at all times when:

At an indoor location that is not a residence

Outdoors, but unable to consistently maintain six-foot social distance from people who are not household members

Please note some key phrases:

"**all all times**," this would indicate that you need to have the facial covering on. Again, this is mandatory.

"**at an indoor location that is not a residence**," this would indicate that you need to have the facial covering on anytime you are inside our buildings. The Order specifically allows the facial covering to be removed when you are working along in an office and can maintain a six-foot distance. Otherwise, wearing a facial covering is mandatory.

"**Outdoors, but unable to maintain a six-foot social distance...**" this would indicate that you may remove the facial covering. However, please note that as more people arrive on our campus, the chance increases that you cross paths, walk alongside someone, and/or are

stopped to answer a question. In this sense, your facial covering should remain on when moving between and throughout buildings including entering at the beginning of the work day or exiting at the end of the work day.

At all times, your facial covering should be readily handy so that you may wear it, as mandated, at any time when you will be less than a six-foot distance from another person.

The Office of Human Resources is happy to assist you with any questions you may have regarding these important items. Please do not hesitate to [let us know](#) how we can assist!

Thank you!

Sincerely,

Margaret C. Rudolph  
CHRO/Title IX Coordinator