

# Executive Order No. 3 of 2021

## Masks in City Buildings and Vehicles

Issue Date: July 28, 2021

Subject: Masks in City Buildings and City Vehicles

Authority Signature: Erin Mendenhall, Mayor

Salt Lake City Corporation has over 3000 employees, many of whom come into contact with members of the public each day.

As the City continues to monitor the transmission rates of COVID-19 within Salt Lake City boundaries, the Mayor is committed to keeping City employees safe and healthy and ensuring that the members of the public who do business with the City are also safe.

The Delta variant of COVID-19 is highly transmissible and circulating in the United States. On July 27, 2021, to address on-going transmission of the Delta variant, the CDC issued updated guidance on vaccinated individuals wearing masks in public places.

Based on the CDC's most recent guidance, the Mayor has determined that it is in the public interest to require both City employees and members of the public to wear masks in City buildings and City vehicles.

This Executive Order is effective July 28, 2021 and will remain in effect until otherwise amended or rescinded.

### 1. Definitions.

- a. "City employee" means a full-time, part time, or seasonal employee of Salt Lake City Corporation.
- b. "City facility" means a building or structure, or part thereof, that is owned, leased, occupied, or controlled by Salt Lake City Corporation.
- c. "City vehicle" means a vehicle owned by Salt Lake City Corporation that a City employee is using during work hours and, for the purposes of this Executive Order, is occupied by more than one person.

- d. “Face mask” means a mask that completely covers the nose and mouth, is made of tightly woven synthetic or natural fabrics, and fits snugly against the nose and sides of the face and under the chin. “Face mask” does not include a mask with an exhalation valve, vent, or other hole or opening, or a mask that is crocheted or made of lace, mesh, or similar open weblike construction or material.
- e. “Face shield” means a shield that covers the entire face—including the eyes, nostrils, and mouth of the wearer—is made of clear plastic or similar nonpermeable transparent material, and can be used in conjunction with a face mask for enhanced protection.
- f. “Household” means an individual or a group of individuals who reside in the same residence.

## **2. City Employee Mask Requirement.**

- a. Except as provided in Section (5), each City employee shall wear a face mask when:
  - i. inside a City facility;
  - ii. outside a City facility while acting in the scope of the City employee’s employment; or
  - iii. inside a City vehicle.
- b. A City employee who desires an accommodation relating to the requirements of Subsection (2)(a) shall contact the City’s Human Resources Department.
  - i. When considering a request for an accommodation under this Section, the Human Resources Department will determine what, if any, information, including medical documentation, the City employee must provide to support the requested accommodation.

## **3. Visitors to City Facilities.**

- a. Each individual who is not a City employee is required to wear a face mask when the individual is inside a City facility.
- b. A City employee may refuse to provide in-person service to any individual who does not wear a mask in a City facility if:
  - i. an alternative means of service is available;
  - ii. the City employee specifies to the individual how to access the alternative means of service; and
  - iii. the City employee determines that the individual has reasonable access to the alternative means of service.

- c. A City employee may refuse to provide in-person service pursuant to Subsection (3)(b) even if the individual qualifies for an exception under Section (5).

**4. Signage Requirements.** Each City department will post conspicuous signage that:

- a. lists COVID-19 symptoms;
- b. asks individuals experiencing COVID-19 symptoms to stay home; and
- c. asks individuals who enter to follow the City's face mask policy and to maintain six feet physical distance from any individual from a separate household.

**5. Face Mask Exceptions.**

- a. Notwithstanding Subsections (2)(a) and (3)(a), an individual, including an employee, required to wear a face mask may remove the face mask in the following situations:
  - i. while actively eating or drinking, provided that the individual remains in place while eating or drinking;
  - ii. while alone or only with other members of the same household in an office, room, cubicle, vehicle, or similar enclosure;
  - iii. when communicating as or with an individual who is deaf or hard of hearing if the speaker wears a face shield or uses alternative protection such as a plexiglass barrier;
  - iv. when engaging in work authorized by the City where wearing a face mask would create a risk to the individual, as determined by government safety guidelines; or
  - v. when necessary to confirm the individual's identity.
- b. Notwithstanding Subsections (2)(a) and (3)(a), an employee required to wear a face mask may remove the face mask in the following situations:
  - i. while actively using an indoor fitness facility and maintaining a physical distance of at least six feet from any other individual from a different household;
  - ii. while outdoors and maintaining a physical distance of at least six feet from any individual from a different household;
  - iii. while working remotely from the employee's place of residence; or
  - iv. if the City's Human Resources Department grants the employee an accommodation that exempts the employee from Subsection (2)(a).
- c. The following individuals are exempt from the face mask requirements of this Executive Order:
  - i. a child who is younger than three years old;
  - ii. an individual who is unconscious, incapacitated, or otherwise unable to remove the face mask without assistance; and

- iii. an individual who is not an employee who has a medical condition, mental health condition, or intellectual or developmental disability, that prevents the individual from wearing a face mask.

Dated this 28<sup>th</sup> day of July, 2021



  
Erin Mendenhall (Jul 28, 2021 15:38 MDT)

Erin Mendenhall, Mayor

Approved as to Form:  
Salt Lake City Attorney's Office

  
Katherine N. Lewis (Jul 28, 2021 15:12 MDT)

Katherine N. Lewis, City Attorney