

From: [Neukirch, Ghida](#)
To: [All Users](#)
Cc: [Taub, Emily](#)
Subject: Workplace Policy Questions & Answers - Face Covering Requirement, 4-20-2020
Date: Monday, April 20, 2020 7:39:43 AM
Attachments: [Workplace Policy QA Face Covering Added 4-20-2020.pdf](#)

Good morning colleagues,

We hope you and your families are doing well. Attached please find updated information to the City's Workplace Policy as it pertains to face coverings. As reported last week, face coverings are now required for Essential Businesses and Operations pursuant to a supplemental Emergency Order approved on Friday. Information about the face covering requirement and more is reflected in the attached Q&A format. This information will also be posted on the City's web site under Human Resources > https://www.cityhpil.com/government/city_departments/city_manager_s_office/human_resources/covid-19_information_for_employees.php.

If you have any questions, please feel free to contact your supervisor, Human Resources or me.

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