

**DEPARTMENT OF CITYWIDE ADMINISTRATIVE
SERVICES REVISED COMMISSIONER'S DIRECTIVE NO.
2020-1 CONCERNING THE SAFETY PRACTICES OF
PERSONNEL DURING THE COVID-19 CRISIS
March 24, 2021**

WHEREAS, on March 7, 2020, Mayor de Blasio issued Emergency Executive Order No. 98 and extended most recently by Emergency Executive Order No. 181, issued February 11, 2021, declaring a State of Emergency in the City of New York resulting from the outbreak of novel coronavirus disease 2019 ("COVID-19"); and

WHEREAS, Emergency Executive Order No. 98 directs "all agency heads . . . to take all appropriate and necessary steps to preserve public safety and the health of their employees, and to render all required and available assistance to protect the security, well-being and health of the residents of the City"; and

WHEREAS, it is critical to the City's effort to mitigate the spread of COVID-19 among City employees and residents and other persons with whom they interact in the provision of essential services; and

WHEREAS, wearing a face covering that covers the person's mouth and nose, in public settings, is central to the City's mitigation efforts; and

WHEREAS, Section 814 of the Charter empowers the Commissioner of Citywide Administrative Services to administer the city-wide safety incentive, training and development, and other such personnel programs of the city; and to administer personnel programs of a city-wide nature; and

WHEREAS, City agencies are in the process of returning employees to workplaces and their presence is necessary to perform functions critical to fulfilling the agencies' missions; and

WHEREAS, employees will increasingly interact with one another, City residents and other persons before the threat of the spread of COVID-19 can be eliminated; and

WHEREAS, it is essential to the health and safety of City employees and the public that employees practice physical distancing to the maximum extent practicable during the provision of services and consistent with developing scientific understanding of the conditions under which the disease can spread.

NOW, THEREFORE, I take the following action:

Section 1. I hereby direct that every City employee able to medically tolerate a face covering must wear a face covering that covers the employee's mouth and nose at all times (except when eating or drinking) while in a shared indoor City workspace. A shared indoor City workspace is a space in which an individual is physically present with at least one other individual and the individuals cannot be separated by a closed door.

I further direct that a City employee conducting City business outside, who is able to medically tolerate a face covering, must wear a face covering at all times (except when eating and drinking) when interacting with members of the public and other City employees, and when they cannot maintain six feet of distance from other individuals.

The City will provide face coverings to employees.

§ 2. I strongly recommend that City employees wear a face covering that fits snugly against the sides of the face and fully covers the nose and mouth without slipping, and (a) is made of two or three layers of tightly woven, breathable cloth material, or (b) consists of a cloth face covering worn over a disposable mask.

§ 3. I hereby direct that the failure or refusal of a City employee to comply with this directive shall constitute insubordination and may subject the employee to disciplinary penalties up to and including termination.

§ 4. This Revised Commissioner's Directive No. 2020-1 shall take effect immediately and shall supersede Revised Directive No. 2020-1 issued on February 17, 2021.

Dated: March 24, 2021

Lisette Camilo
Commissioner