

# Mask Etiquette.

How to correctly put on and remove a protective face mask.



## Application Process



1

Before touching your mask, **clean your hands for 20 seconds** with soap and water and dry thoroughly or use hand sanitiser.



2

**Inspect your mask** to make sure there are no defects such as holes or tears. **Refer to this guide** to determine if your face mask is legitimate and safe to use.



3

Determine **which side of the mask is the top**. The side with a stiff bendable edge is the top and is meant to mould to the shape of your nose.



4

Determine **which side of the mask is the front**. Typically, the coloured side the front and should face away from you, while the white side faces towards you.

5

Follow the directions of wear on your packaging. This can vary from mask to mask.



### Mask with ear loops.

Hold your mask by the loops and place a loop around each ear.



### Mask with ties.

Place the mask over your nose and place the top ties over the crown of your head. Tie securely. Take the bottom ties and secure with a bow at the nape of your neck.



### Mask with bands.

Hold so that the top of the mask is at your fingertips, allowing the headbands to hang below hands. Bring the mask to your face and pull the top strap so that it rests over the crown of your head. Pull the bottom strap over so that it rests at the nape of your neck.



6

**Pinch the stiff edge** to the shape of your nose. Ensure your mask is **covering your nose, mouth and chin**.

## Removal Process

1

**Cleanse your hands thoroughly** with soap and water before touching the mask. Avoid touching the front of the mask.

2

Start the removal process by **following the directions** based on your mask type.



### Mask with ear loops.

Hold both ear loops and gently lift to remove the mask.



### Mask with ties.

Untie the bottom tie, followed by the top. Pull the mask away as the ties are loosened.



### Mask with bands.

Lift the bottom strap over your head, followed up the top strap.



3

If you are wearing a disposable mask, **throw it away after use**. If you are using a cloth mask, wash with soap and water and allow to dry between use.



4

**Clean your hands** with soap and water or hand sanitiser.

## Useful Tips

- Don't** put the face covering around your neck or on your forehead.
- Avoid touching the face covering** as this will contaminate your hands.
- Avoid your eyes, nose and mouth** when removing. Wash hands immediately in both scenarios.
- Single-use or disposable masks **should not be reused**. Discard immediately after use.
- Masks will be **less effective** if they become damp or damaged.



## Important Information

- Take caution when wearing a face mask and **seek medical advice** if you're unsure about safety.
- Currently, surgical masks and N95 respirators are critical supplies that should be **reserved for healthcare workers** and other **first responders**.



### Sources

Centers for Disease Control and Prevention (CDC), 2020, 'How to Wear Cloth Face Coverings'

Department of Health, 2020, 'Use of masks by the public in the community', 2020.

Population Health Division, San Francisco Department of Public Health, 2020, 'How to Put on and Remove a Face Mask'

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