



**ORLEANS PARISH COMMUNICATION DISTRICT**  
**9-1-1/3-1-1**

**EMERGENCY DIRECTIVE**

**DIRECTIVE NUMBER: 20-05**  
**SUBJECT: Face Covering Requirement**  
**DATE ISSUED/REVISED: 07/01/2020**

**RELATIVE REFERENCE(S):**  
**ACCREDITATION STANDARD(S): CALEA 3.6.2.**

**APPROVED BY** *Joyce T. Moni* **DATE** 07/01/2020  
**Executive Director, OPCD**

**PURPOSE:** As the City of New Orleans responds to the impacts of COVID-19 and under the authority of an emergency declaration issued by Mayor LaToya Cantrell, face coverings are required for everyone while in public. To further protect the OPCD staff and visitors from potential exposure to COVID-19, face coverings must be worn while inside of buildings except when it will interfere with the execution of emergency communication duties.

**DIRECTIVE:** All employees and visitors SHALL wear a face covering while inside any buildings on the OPCD campus. Face coverings may be removed when staff are alone in their offices or if the face covering interferes with their emergency communication duties (call taking and/or radio dispatching).

**I. GUIDELINES**

1. All OPCD employees and visitors inside any building on the campus MUST always wear a face covering, unless one of the following conditions are met:
  - i. Staff are alone in their office and are properly socially distant from others.
  - ii. The face covering interferes with the execution of emergency communication duties (call taking/radio dispatching).
2. When staff leave their offices or step away from their console, they shall don a face covering.
3. Visitors that do not have a face covering shall be denied entry into the building. Additional masks are available for visitors on the supervisors' bridge.
4. Anyone with symptoms of illness shall be denied entry into the building.
5. All staff and visitors shall have their temperature checked upon entry into the building. Temperature must be re-checked for any person away from the building more than six (6) hours.
6. This directive shall remain in place until rescinded by the issuing authority.