



COVID-19 DIRECTIVE

ALL NJ TRANSIT EMPLOYEES NOW REQUIRED TO WEAR FACE COVERINGS AT ALL NJ TRANSIT LOCATIONS, WHEN LIKELY TO ENCOUNTER OTHERS

On April 11, 2020, Governor Murphy issued Executive Order No. 125 (EO-125). This order introduced certain measures regarding NJ TRANSIT & Private Carrier services, including requiring workers and customers to wear face coverings while on trains, buses, and light rail vehicles – except where doing so would inhibit that individual’s health or where the individual is under two years of age – and requiring workers to wear gloves when in contact with customers. NJ TRANSIT must provide, at its expense, such face coverings and gloves for their workers to the extent the supplies are available.

The NJ TRANSIT Coronavirus Task Force has been working tirelessly to ensure that each frontline employee has been provided a face covering and gloves to be worn when operating on a train, bus, light rail vehicle, or in contact with the public (see below). A frontline employee is defined for this purpose as any employee whose position requires them to have regular contact with the public or other non-NJ TRANSIT employees such as customers, contractors, vendors, etc.

EO-125 does not require NJ TRANSIT employees that are non-frontline employees to wear a face covering. However, **per CDC guidance, a cloth face covering should be worn whenever people are in a public setting where other social distancing measures are difficult to maintain, such as may be encountered in a number of our work environments.** CDC also advises the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. Face coverings should cover your nose and mouth, be washed after using, and worn whenever going out in public.

Consistent with this CDC guidance, with established best practices, and with NJ TRANSIT’s Communicable Disease in the Workplace policy, NJ TRANSIT employees are hereby required to wear face coverings while working at all NJ TRANSIT locations whenever they are likely to encounter others, except where doing so would inhibit that individual’s health. Additionally, it is the responsibility of NJT personnel who bring vendors/contractors on to NJT property to ensure that they are in compliance with this directive.

As an example, face coverings are to be worn in common areas throughout the workplace but are not required to be worn when an employee is alone in their office. Again, cloth face coverings should not be placed on anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

NJ TRANSIT is in the process of procuring cloth face coverings to provide to all NJ TRANSIT employees. However, these items are in high demand nationwide. Until we receive and distribute cloth face coverings, non-front-line employees are expected to provide their own. Cloth face coverings can be fashioned from household items or made at home from common materials at low cost. Examples of these face coverings include scarfs and bandanas worn over the nose and mouth. Please see the attached document from the CDC for more information on how to make and properly wear face coverings. **Learn to make your own cloth mask at <https://youtu.be/tPx1yqvJgf4>.** Employees who are not able to provide or make their own face covering should contact their manager for assistance.

It is critical to emphasize that maintaining six feet social distancing remains important to slowing the spread of the virus. Cloth face coverings are not intended to replace other mitigation measures, such as social distancing, hand washing, and cleaning and disinfecting frequently touched surfaces.

COVID-19 Mitigation Update

In addition to the distribution of Personal Protective Equipment (PPE) such as masks, face coverings, and gloves, NJ TRANSIT has in place numerous environmental and administrative protocols meant to mitigate the spread of COVID-19. In consultation with the NJ Department of Health, NJT continues to support local, county, and state health officials in their in their preparedness and response activities, including any requests for contact tracing assistance.

Notifications of COVID-19 positive cases continue to be disseminated to geographic areas where there has been an employee who has received a confirmed positive diagnosis of COVID-19. In all circumstances, every effort is made to ensure employee privacy and safety.

To date, NJ TRANSIT has ordered:

- more than one and a half million surgical masks;
- more than 230,000 N95 masks;
- nearly one and a half million pair of gloves; and
- thousands of bottles of hand sanitizer.

The process of procuring and distributing these supplies is ongoing despite the challenges posed by materials availability. Procurement of PPE is *in addition to* other vital materials and supplies needed to keep our workers safe and our facilities and equipment clean.

In addition to supplies, NJ TRANSIT has stepped up its program of vehicle and facility cleaning to include enhanced cleanings and disinfections. This work is being performed by both NJ TRANSIT forces as well as outside vendors using known-effective sanitizers and cleaning agents. Our outside vendors are performing enhanced cleanings in coordination with our regular cleaners, who are still performing their normal duties. We have also performed independent, third-party reviews of our cleanings and, where appropriate, have adjusted our methods.

Please remember that we are all responsible for each other's safety. The NJ TRANSIT family will get through this crisis and together emerge stronger and more resilient. Thank you all for your individual and collective efforts as we respond to this global pandemic.

4/27/2020