




**Office of Children
and Family Services**

ANDREW M. CUOMO
Governor

SHEILA J. POOLE
Commissioner

Memo

To: Facility Managers, Facility Directors, and Assistant Directors

From: Felicia A. B. Reid, Esq., Acting Deputy Commissioner
Division of Juvenile Justice and Opportunities for Youth 

Dr. Farooq Mallick, Associate Commissioner
Division of Juvenile Justice and Opportunities for Youth

Date: ~~April 16, 2020~~; **Reissued July 14, 2020**

Re: COVID-19 Safety: Face Mask/Covering Expectations and PPE for Staff

This memorandum is updated and reissued as a reminder that this requirement remains in place at all DJJOY facilities.

Effective immediately and until further notice, all staff working at an OCFS facility must wear a protective face mask or covering in accordance with Executive Order 202.16 and the fight against COVID-19. Staff are required to wear face coverings/masks in accordance with the [CDC guidance](#) (appended).

Facilities have been provided enough masks to give one (1) mask to each staff per day. Currently, each facility has, at least, a 7-day supply and will continue to receive additional masks as they are used or needed. *Staff may wear their own face mask or covering if they choose.* Facilities will closely monitor the distribution and security of all PPE items (masks, gowns, gloves, etc.) and report daily on usage (burn rates) to Mr. Strauser.

In situations where youth are placed under Bureau of Health Services quarantine, refer and adhere to the specific protocols as outlined in the memorandum from Dr. Horne.

Facilities must reiterate the expectations about face masks/coverings with staff and monitor this for compliance, both in direct observations and for random video reviews.

Thank you for your attention and cooperation.

cc: J. Tomassone
C. Hernandez
Dr. Horne
R. MacGiffert
R. Strauser
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