



## COVID-19

# PERSONAL PROTECTIVE EQUIPMENT

As of today, Friday March 20, 2020, all units on the Department have been allotted enough masks and gloves, to outfit "first responder" personnel assigned to their Units. With limited supplies of goggles, each unit only received approximately a dozen.

Because there is a global shortage of personal protective equipment, (PPE), our Department **MUST** ensure that our current PPE supply is there for our personnel when they need it. If there is a unit who feels they were not issued the proper amount of masks etc... please contact the DOC and they will direct the question to the proper EOB staff overseeing the distribution.

This afternoon we outlined with Director Rick Caviato's central property team, the items in high demand which are essential in our fight against COVID-19. If a unit is in need of additional PPE, and OTHER items such as disinfectant, an ICS form 213RR MUST be completed and submitted through the Department Operations Center (DOC). Unit Commanders should personally review the request and confirm that the supplies requested are absolutely necessary. Please ensure you are prudent with your requests as there is a critical shortage of supplies. Any future requests for these items will require the final approval of EOB Captain Leonard McCray or Lieutenant Charles Norris.

Unit Commanders:

- Must conduct an inventory of the masks, gloves and goggles at your unit.
- Must ensure that these supplies are kept in a secure location and used only when absolutely necessary.

### REMINDER

As outlined on COVID-19 notification #8 (which unit commander should familiarize themselves with), the CDC recommend First Responders use an N-95 mask in two (2) circumstances.

1. When first responders make contact with a person known to be infected with COVID-19
2. When they come in contact with a person suspected of being infected with COVID-19.



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**N95 masks are a one-time use only!** The mask is not to be worn or used daily when responding to routine calls, public service counters or public screening locations. Once used it must be discarded and in cases where COVID-19 is highly likely or confirmed the mask should be considered biohazardous and discarded at a hospital facility so as not to cause spread of more infection.

**Unit Commanders must ensure they track and account for each mask assigned to their command. Prior to requesting additional PPE, you will be required to account for your use of your PPE. Thank you in advance for your assistance.**