



**CITY OF MEMPHIS  
SHELBY COUNTY  
JOINT COVID TASK FORCE**



<b>Personal Protective Equipment – Mask Policy and Logistics</b>	<b>Issue Date:</b> March 29, 2020
<b>Issued By:</b> Doug McGowen / Dwan Gilliom	<b>Revision Date:</b>

**PURPOSE:** To provide clear and consistent guidelines on appropriate levels of protection and to ensure that adequate PPE is available to respond to the COVID-19 pandemic in Shelby County. Guidance is subject to change based on evolution of pandemic.

1. Each agency must attempt to procure PPE through their normal procurement process. When PPE needs exceed procurement capacity, requests for PPE should be made to the Joint Task Force.

- Government agencies shall send request through ESF5 who will prioritize and pass to ESF7 to fulfill the request.
- All healthcare agencies shall send requests through ESF8 who will prioritize and forward to ESF5 who will record the request and the forward to ESF7 to fulfill the request.

2. Each agency shall establish a weekly burn or usage rate and shall provide update by COB on each Friday through the same channels as above.

3. Requests shall be for no more than a 1-week supply of masks.

4. Below please see guidance for acceptable levels of mask PPE:

<b>Mask Guidance</b>	<b>Preferred</b>	<b>Acceptable</b>
Healthcare Providers	N95 (Note 1)	Surgical (note 1)
1 <sup>st</sup> Responder	N95	Surgical
Critical Infrastructure	Surgical	Social Distancing
Customer Service	N/A	Social Distancing
General Public (with underlying conditions)	Surgical mask	Social Distancing
General Public	N/A	Social Distancing

Note 1: as directed by Healthcare Agency Policy and healthcare setting

5. Masks conservation strategies shall be implemented to minimize burn rate of masks.

For guidance, refer to CDC at <https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/index.html>