

COVID-19 Mask Protocol

(Suppliers)

August 30, 2021

COVID-19 Mask Protocol (Suppliers)

The health and safety of our workers is our number one priority. We continue to take guidance from local health authorities and internal experts and take appropriate action to update our workplace protocols to prevent the spread of COVID-19.

The more barriers we put in the way of a hazard, the more layers of protection we have. For protection against COVID-19, these layers of controls include:

- Stay at home when sick.
- Perform daily health screening.
- Physically distance wherever possible (no less than 2 meters).
- Install physical barriers such as plexiglass between workers.
- Wash hands frequently for at least 20 seconds.
- Increase cleaning and disinfecting protocols.
- Stagger work schedules and break times.
- Wear masks when indoors or interacting with others.
- Get vaccinated and participate in on-site rapid testing if it's applicable to you

COVID-19 can be spread through respiratory droplets from symptomatic or asymptomatic individuals. When a person talks, sneezes, coughs or sings, respiratory droplets are released. Masks are effective in preventing individuals from touching their faces and respiratory droplets from entering the air or landing on surfaces where others may encounter them.

Service providers and suppliers are expected to assess the hazards of their job, including COVID-19. If a hazard assessment determines that physical distancing cannot be maintained or physical barriers aren't available on the job and that masks are required, it's the responsibility of the service provider or supplier company to provide masks to their workers.

We will continue to evaluate all of our protocols, including mask use, and make changes based on direction from governments, health authorities and our own internal health and safety experts.




Attachments:

- Appendix A: Mask standard and mandatory mask use scenarios
- Appendix B: Care and maintenance of masks
- Appendix C: Tips to improve the fit of a disposable mask

COVID-19 Mask Protocol (Suppliers)

Appendix A: Mask Standard and Mandatory Mask Use Scenarios

Mask Standard

Mask use location	Examples of acceptable mask Style	Mask specifications	Examples where masks may be used
Non-hazardous classified locations		3-layer reusable face covering 3-layer disposable mask	Offices, camps, or other non-hazardous classified areas
Charter Transportation		3-layer disposable mask supplied by Cenovus or equivalent meeting a mask standard (e.g. ASTM, EU EN, China GB).	Charter flights and offsite buses
Hazardous classified locations		3-layer FR face covering (2-layer minimum); or a 3-layer natural fibre face covering at the discretion of site leadership	Live facilities, areas with fire and explosion risk, or other hazardous classified locations

Regardless of the style of the mask, the nose and mouth must be covered at all times when it is worn. Despite this, scarves, bandanas, masks with vents, or face shields are not acceptable face coverings at Cenovus.

Mandatory Mask Use Scenarios

Refer to COVID-19 Updates on [COVID-19 information for suppliers \(cenovus.com\)](https://cenovus.com) and find out where masks are required.

Limitations

The mask standard prescribed above is intended to prevent the spread of COVID-19 in situations or locations where mask use is mandatory. More stringent respiratory protection may be required due to other hazards. Always perform a hazard/risk assessment if you are not sure.

Further, workers are advised:

- Droplets build-up inside the mask and can easily spread by the wearer.
- Masks can increase exposure if touched with an infected hand.
- Putting on and removing a mask may increase exposure to the wearer.
- Masks can create a false sense of security as they are not a complete physical barrier.
- Fogging can occur for individuals wearing glasses.
- Masks secured around the neck and head should not be worn where there is an entanglement hazard.

COVID-19 Mask Protocol (Suppliers)

Personnel unable to wear a face mask

If you have a medical condition that prevents you from adhering to the Cenovus mask standard, speak with Cenovus's health team who will manage your condition on a case-by-case basis. FCCL and Sunrise: onsite health centres; other locations: COVID19@cenovus.com.

Deviation from *Appendix A*

If wearing a mask becomes an unacceptable hazard given the task being performed, consider alternative strategies, such as physical distancing or erecting barriers. If the alternatives are not practicable, the decision to not wear a mask needs to be clearly noted on the FLHA with supervisor and deployed safety approval.

If jurisdictional or supply challenges prevent asset teams from complying with the mask standard prescribed, or if government health or safety departments recommend a different mask standard, asset team leadership should follow a H&S variance process and determine alternate measures to meet the intent of the mask standard.

Appendix B: Care and maintenance of masks

Storing a mask

When not in use, hang the mask freely so that the facepiece is not contacting a work surface. You can also place it on a piece of clean paper towel or paper, which you should discard after use. Do not place the mask on surfaces that may have come in contact with other people, such as tables, counters or desks.

If you're on the move and not required to wear the mask, keep it in a paper bag. If a paper bag is not available, put it on a piece of paper towel and keep it in a plastic bag (e.g. sandwich bag).

Replacing a disposable mask

A disposable mask may be re-used throughout the day if it is cared for properly but must be disposed of at the end of each day or as soon as it becomes wet, soiled, damaged, or potentially contaminated.

Laundering a reusable mask

Include your mask with your regulatory laundry and use regular laundry detergent. If washing by hand, wash with tap water and laundry detergent or soap. Dry in a warm or hot dryer, or air dry completely before use it

If you use it more than one hour a day, wash it every day. If you use it less than one hour a day, wash it at least every other day.

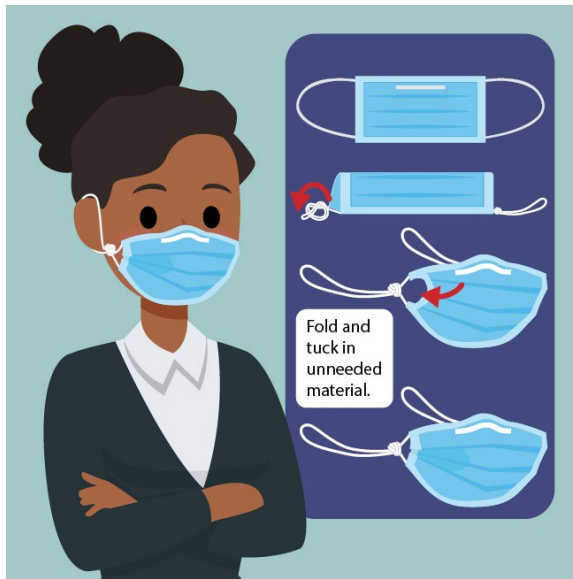
Reducing fogging up of safety glasses

- using anti-fog glasses or spray and ensuring a tight seal along bridge of the nose or using sports/surgical tape to seal.
- Wash or wipe the eyeglasses/goggles with soapy water, and let them air dry or dry off with a soft tissue.
- Replace your safety glasses – the antifog coating may have worn off

Receiving more disposable masks when you ran out

it's the responsibility of the service provider or supplier company to provide masks to their workers. However, if you are short on masks and a job is imminent, contact your Cenovus representative for mask availability on site.

Appendix C: Tips to improve the fit of a disposable mask



The performance of a disposable mask could be improved by closing the gaps on the sides of the mask. This can be accomplished by knotting the ear loops.

Per US CDC, A knotted and tucked medical procedure mask is created by bringing together the corners and ear loops on each side, knotting the ears loops together where they attach to the mask, and then tucking in and flattening the resulting extra mask material to minimize the side gaps.

Other ways to improve fit



Use a mask fitter or brace.



Wear one disposable mask underneath a cloth mask that has multiple layers of fabric. The second mask should push the edges of the inner mask against the face and beard.

Source:

- [Maximizing Fit for Cloth and Medical Procedure Masks to Improve Performance and Reduce SARS-CoV-2 Transmission and Exposure, 2021 | MMWR \(cdc.gov\)](#)
- [Your Guide to Masks | CDC](#)