

**DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
COMMISSIONER'S DIRECTIVE NO. 2020-1
CONCERNING THE SAFETY PRACTICES OF PERSONNEL
DURING THE COVID-19 CRISIS
April 14, 2020**

WHEREAS, on March 7, 2020, Mayor de Blasio issued Emergency Executive Order No. 98 declaring a State of Emergency in the City of New York resulting from the outbreak of novel coronavirus disease 2019 (“COVID-19”); and

WHEREAS, Emergency Executive Order No. 98 directs “all agency heads . . . to take all appropriate and necessary steps to preserve public safety and the health of their employees, and to render all required and available assistance to protect the security, well-being and health of the residents of the City”; and

WHEREAS, it is critical to the City’s effort to mitigate the spread of COVID-19 among City employees and residents and other persons with whom they interact in the provision of essential services; and

WHEREAS, the strategy of wearing a face covering that covers the person’s mouth and nose, in public settings where other social distancing measures are difficult to maintain, is central to the City’s mitigation efforts; and

WHEREAS, Section 814 of the City Charter empowers the Commissioner of Citywide Administrative Services to develop standard rules governing working conditions; to administer the city-wide safety incentive, training and development, and other such personnel programs of the city; and to administer personnel programs of a city-wide nature; and

WHEREAS, City employees performing essential functions must continue to interact with one another, City residents and other persons before the threat of the spread of COVID-19 can be eliminated and it is essential to the health and safety of City employees and the public that employees practice social distancing to the maximum extent practicable during the provision of services.

NOW, THEREFORE, I take the following action:

Section 1. I hereby direct that every City employee shall wear a face covering provided by the City that covers the employee’s mouth and nose at all times while performing service that requires interacting with members of the public and when it is not possible for the employee to maintain a distance of 6 feet or more from other City employees.

§ 2. I hereby direct that the failure or refusal of a City employee to comply with this directive shall constitute insubordination and may subject the employee to disciplinary penalties up to and including termination.

§ 3. This Commissioner's Directive No. 2020-1 shall take effect immediately.

Dated: April 14 2020

Lisette Camilo
Commissioner