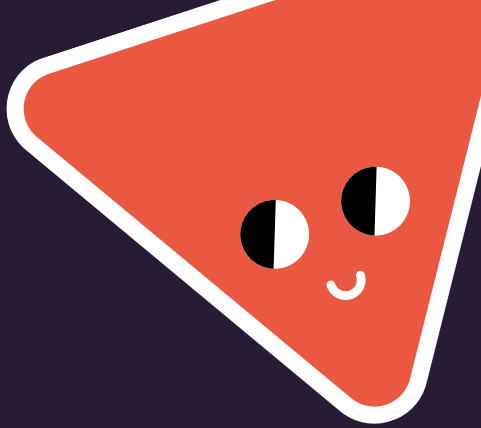
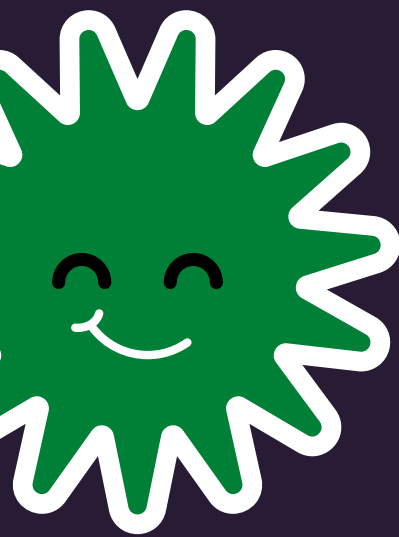


# Face Mask Management

Created for the Shawn Council Law Firm  
36 Highway 138, Suite 202, Stockbridge, GA.  
(470)466-2717



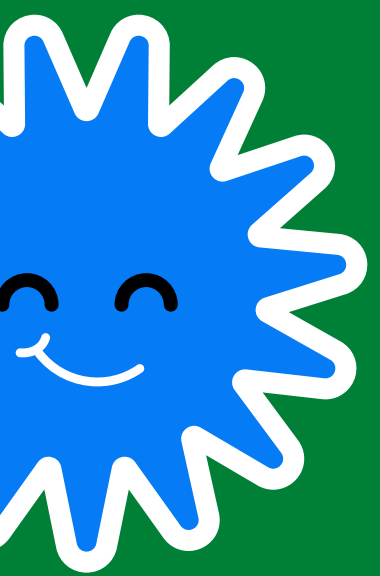


**Knowing the appropriate ways  
to wear, take off, clean, and  
store face masks are critical.**

Using face masks incorrectly may hamper its  
effectiveness in reducing the risk of virus transmission.



# Proper Way to Wear a Face Mask



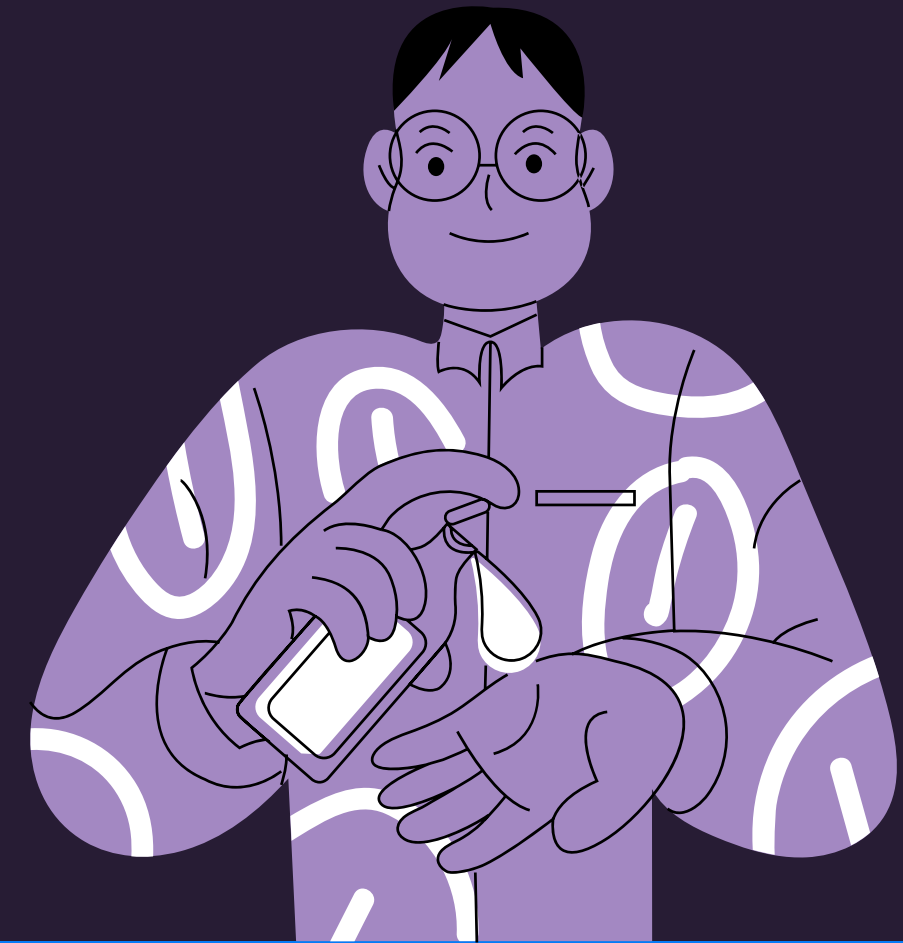
# Step 1

Wash hands with soap and water or sanitize hands with alcohol before wearing a face mask.



# Step 2

Do not touch the face mask while using it. Wash or sanitize hands immediately when you accidentally touched it.



# Step 3

Ensure the nose, mouth, and chin are fully covered. There should be no gaps at the edges of the face mask.



# Step 4

Never share face masks with anyone.



# Proper Way to Take Off a Face Mask





## Step 1

Wash hands with soap and water or sanitize hands with alcohol before removing a face mask.



## Step 2

Remove the face mask by the ear bands. Do not pull it under the chin to prevent cross contamination.



## Step 3

Once removed, fold the face mask inwards where it touched the mouth.



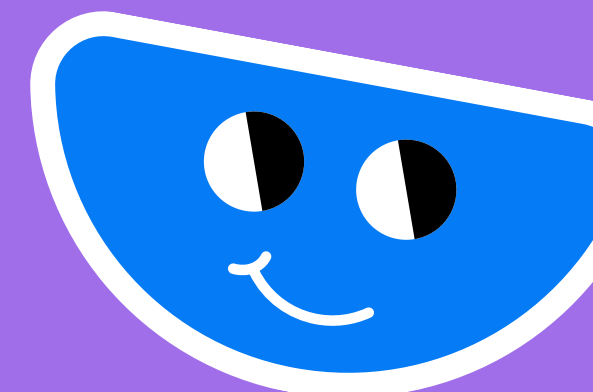
## Step 4

For disposable face masks, roll used mask, wrap in tissue, and put in a sealed bag.



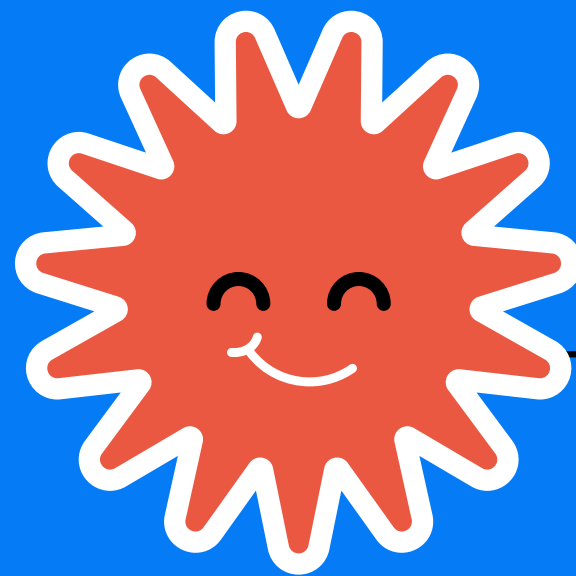
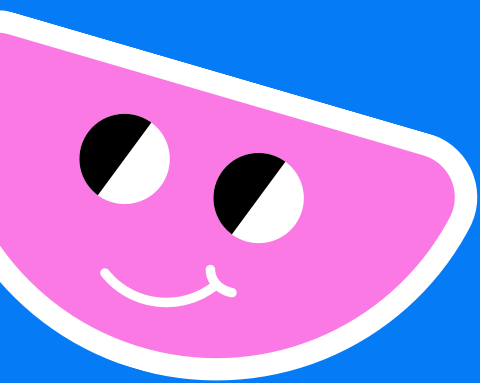
## Step 5

Used face masks and filters must be thrown into a yellow trash bin.





# Cleaning Reusable Face Masks



## Step 1

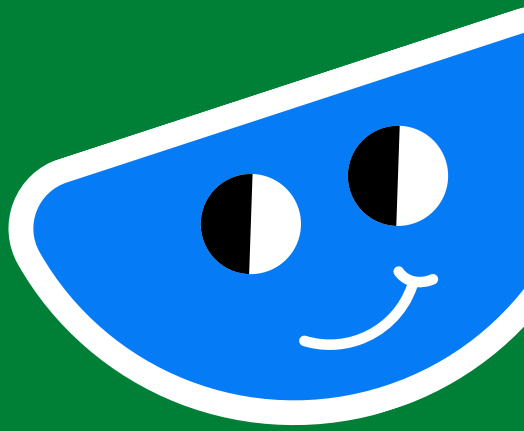
Wash your reusable face mask in between use. Use hot water for natural materials, such as cotton.

## Step 2

Use regular laundry detergent.

## Step 3

Dry completely on hot setting.



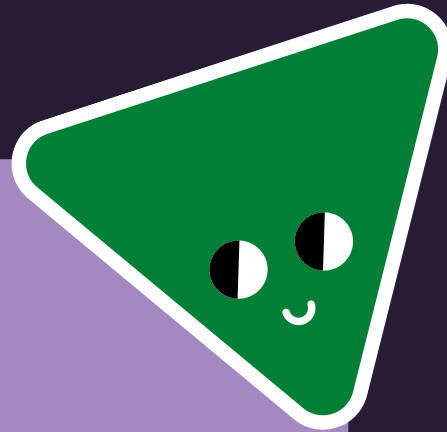


# Storing Reusable Face Masks



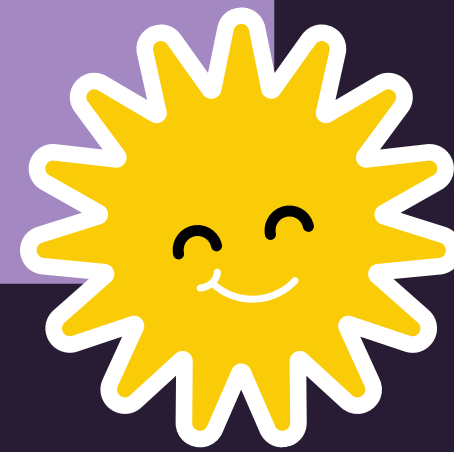
## Step 1

Fold the reusable face mask inward on the side that touches the mouth.



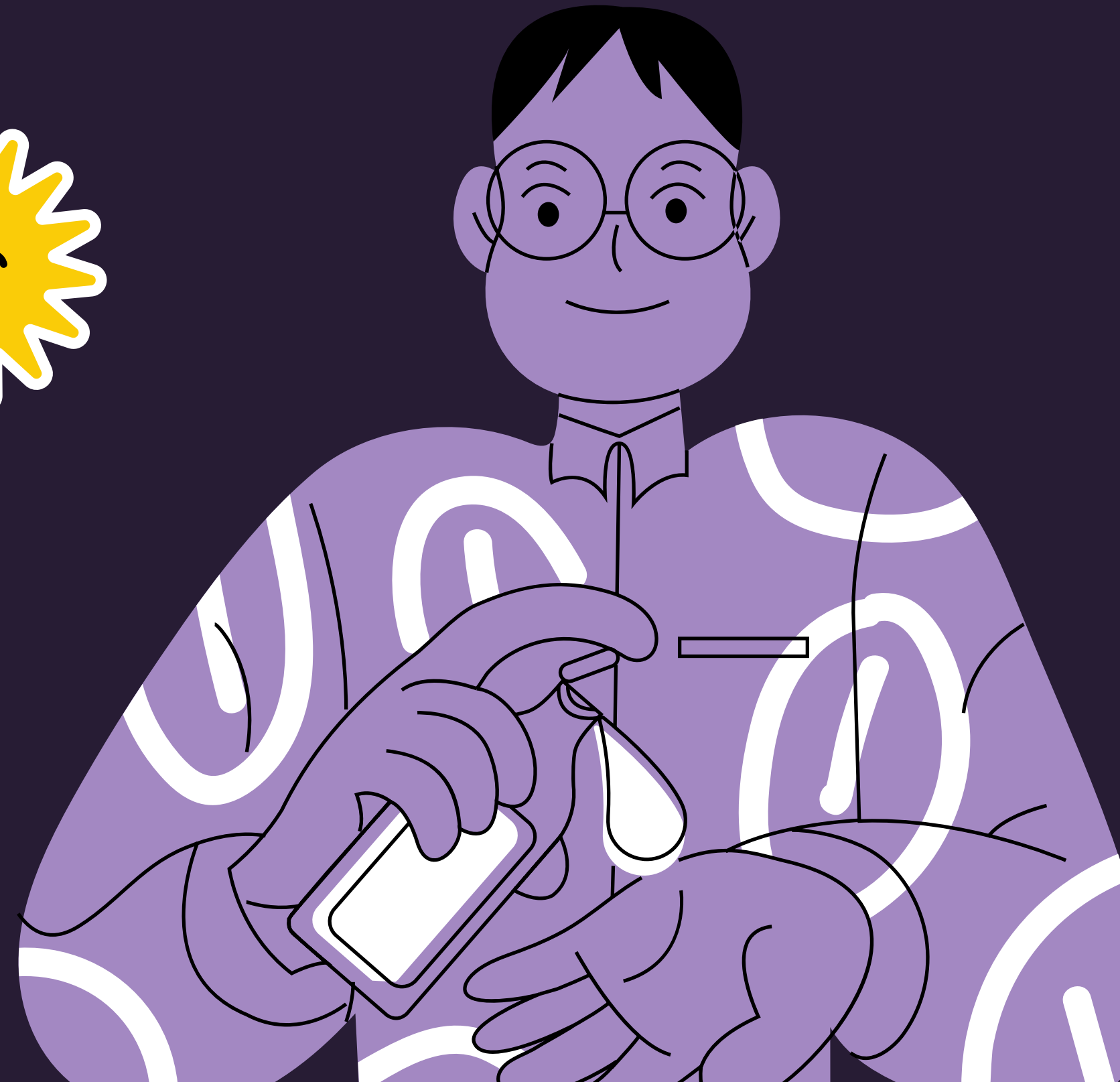
## Step 2

Store in a dry place.



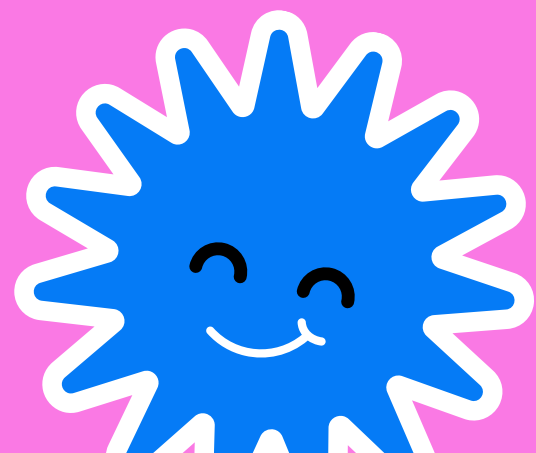
## Step 3

If storing inside a plastic bag, use desiccated gel to absorb moisture and to keep the face mask dry.

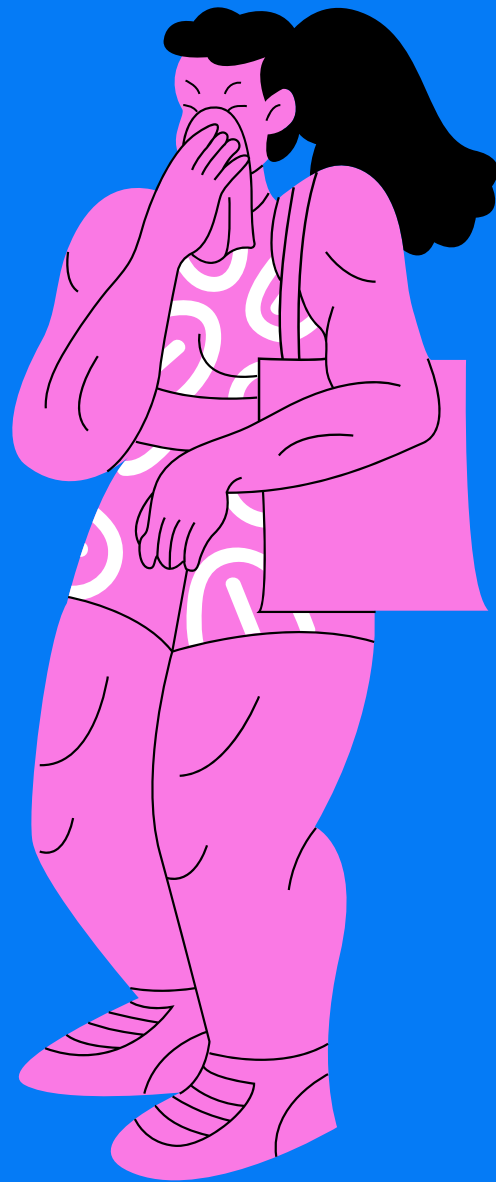


# Bring extra face masks and filters with you and place them inside a sealed bag.

Have another sealed bag for storing used face masks and filters.



Having separate  
bags for used and  
unused face masks  
prevents cross  
contamination.



Label the bags  
to avoid any  
confusion.



Always wash  
your reusable  
face masks in  
between use.

