

Safely Donning and Doffing Masks and Gloves

Always follow product instructions on use and storage of the mask, and procedures for how to put on and remove a mask. If instructions for putting on and removing the mask are not available, then follow the steps below:

Putting on a Face Mask

1. Clean your hands with soap and water or hand sanitizer before touching the mask
2. Remove the mask from the packaging and ensure there are no obvious tears or holes in either side of the mask
3. Determine which side of the mask is the top. If the mask has a stiff bendable edge, that is the top and is meant to hold the shape of your nose. If there is no stiff bendable edge (surgical mask), either way can be used.
4. Determine which side of the mask is the front. The coloured side of the mask is usually the front and should face away from you, while the white side touches your face.
5. Follow the instructions below for the type of mask you are using.
 - a. *Face mask with Ear Loops:* Hold the mask by the ear loops. Place a loop around each ear.
 - b. *Face mask with Ties:* Bring the mask to your nose level and place the ties over the crown of your head and secure with a bow
 - c. *Face mask with Bands:* Hold the mask in your hand with the nose piece or top of mask at fingertips, allowing the headbands to hang freely. Bring mask to your nose level and pull the top strap over your head so that it rests over the crown of your head. Pull the bottom strap over your head so that it rests at the nape of your neck.
6. Mold or pinch the stiff edge of the shape of your nose
7. If using a face mask with ties: take the bottom ties, one in each hand and secure with a bow at the nape of your neck
8. Pull the bottom of your mask over your mouth and chin.



Safely Donning and Doffing Masks and Gloves

Removing a Face Mask

1. Clean your hands with soap and water or hand sanitizer before touching the mask. Avoid touching the front of the mask. The front of the mask is potentially contaminated. Only touch the ear loops/ties/band. Follow the instructions below for the type of mask you are using.
 - a. Face mask with Ear Loops: Hold both of the ear loops and gently lift and remove the mask.
 - b. Face mask with Ties: Untie the bottom bow first and then untie the top bow and pull the mask away from you as the ties are loosened.
 - c. Face mask with Bands: Lift the bottom strap over your head first, then pull the top strap over your head.
 - d. Throw the mask in the trash.
 - e. Clean hands with soap and water or hand sanitizer.



Safely Donning and Doffing Masks and Gloves

Gloves

It's important that any contamination on the outer surface of the glove is not transferred to skin or other clean objects including other items of PPE. All too easily, the correct procedure is not followed and skin irritation or cross contamination can result.

Removal (Doffing) of Disposable Gloves:

1. Pinch and hold the outside of the glove area near the wrist
2. Peel downwards, away from the wrist, turning the glove inside out
3. Pull the glove away until it is removed from the hand and hold the inside-out glove with the gloved hand
4. With your un-gloved hand slide your finger(s) under the wrist of the remaining glove, taking care not to touch the outside of the glove
5. Again, peel downwards, away from the wrist, turning the glove inside out
6. Continue to pull the glove down and over the inside-out glove being held in your gloved hand
7. This will ensure that both gloves are inside out, one glove enveloped inside the other, with no contaminant on bare hands.

