



Birthplace of William McKinley
25th President of the United States

Office of the Mayor

City of Niles, Ohio



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Niles, Ohio 44446

STEVEN MIENTKIEWICZ
MAYOR

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1-10-22

TO: All City Employees and General Public

RE: Temporary Face Covering Policy

Effective Monday, January 10 until Monday, February 28 or until further notice, all city employees are strongly recommended to maintain social distancing guidelines per the Ohio Department of Health and are temporarily required to wear a face covering in all city-owned buildings. City employees shall be required to wear a face covering:

- upon entering and exiting all city-owned facilities
- indoors at all times throughout the workday, unless when alone in an office or personal workspace
- while driving any city vehicle with a passenger
- during any and all interaction with the general public
- during all inspections or customer service appointments
- at all times in the municipal court room

Effective Monday, January 10 until Monday, February 28 or until further notice, the general public is strongly recommended to maintain social distancing guidelines per the Ohio Department of Health and are temporarily required to wear a face covering in all city-owned buildings. The general public shall be required to wear a face covering:

- upon entering and exiting all city-owned facilities
- indoors at all times throughout their visitation period
- at all times in the municipal court room
- at all times in the Niles Wellness Center (unless engaging in competition, physical fitness, or exercise activity)

Employees or the general public shall not be required to wear a face covering if their physician advises against it, if wearing a face covering is prohibited by federal regulation, if communicating with the hearing impaired, and other similar measures.

Employees must provide a valid recommendation to Human Resources from their physician if they choose not to wear a face covering due to physical health conditions.

Periodic checks will be conducted by the administration to ensure that all employees are following the temporary policy.

Please see the administration if you are in need of a face covering or have additional questions. This policy is issued for the health, safety, and welfare of city employees and the general public while occupying city-owned buildings.