

**DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES  
REVISED COMMISSIONER'S DIRECTIVE NO. 2020-1  
CONCERNING THE SAFETY PRACTICES OF PERSONNEL  
DURING THE COVID-19 CRISIS  
June 29, 2021**

WHEREAS, on March 7, 2020, Mayor de Blasio issued Emergency Executive Order No. 98 and extended most recently by Emergency Executive Order No. 209, issued June 16, 2021, 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 services; and

WHEREAS, wearing a face covering that covers the person’s mouth and nose, in public settings, is central to the City’s mitigation efforts; and

WHEREAS, Section 814 of the Charter empowers the Commissioner of Citywide Administrative Services 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, the Centers for Disease Control and Prevention and the New York State Department of Health advise that vaccinated people can resume activities without wearing a face covering or physically distanced, except where otherwise required.

WHEREAS, it is essential to the health and safety of City employees and the public that employees practice physical distancing to the maximum extent practicable during the provision of services and consistent with scientific understanding of the conditions under which the disease can spread.

NOW, THEREFORE, I take the following action:

Section 1. I hereby direct that every City employee able to medically tolerate a face covering must wear a face covering that covers the employee's mouth and nose at all times (except when eating or drinking) while in a shared indoor City workspace. A shared indoor City workspace is a space in which an individual is physically present with at least one other individual and the individuals cannot be separated by a closed door.

I further direct that a City employee conducting City business outside, who is able to medically tolerate a face covering, must wear a face covering at all times (except when eating and drinking) when interacting with members of the public and other City employees, and when they cannot maintain six feet of distance from other individuals.

The City will provide face coverings to employees.

§ 2. An employee who is fully vaccinated against COVID-19 is authorized to remove their face covering in the workplace (indoors or outside), provided the person is not interacting with the public indoors or present in a pre-kindergarten to twelfth grade school, public transit, homeless shelter, correctional facility, nursing home, or health care setting. Fully vaccinated employees may continue wearing face coverings if they wish to do so. An individual is considered fully vaccinated two or more weeks following receipt of second dose in a 2-dose series of a COVID-19 vaccine, or 2 or more weeks following receipt of one dose of a single-dose COVID-19 vaccine.

§ 3. I strongly recommend that all City employees wear a face covering that fits snugly against the sides of the face and fully covers the nose and mouth without slipping, and (a) is made of two or three layers of tightly woven, breathable cloth material, or (b) consists of a cloth face covering worn over a disposable mask.

§ 4. 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.

§ 5. This Revised Commissioner's Directive No. 2020-1 shall take effect immediately and shall supersede Revised Directive No. 2020-1 issued on March 24, 2021.

Dated: June 29, 2021

Lisette Camilo  
Commissioner