

Procedure for a Chapter to Restart In-Person Chapter Meetings

- The Director Consultant meets with the Leadership Team and Membership Committee via Zoom to get initial feedback on going back to in-person meetings. It is important that the Leadership Team and Membership Committee understand the new suggestions for in-person meetings using the [New Meeting Procedures for a Safe Relaunch](#).
- If the Leadership Team and Membership Committee agree, then it is presented to the Chapter at the end of a BNI Online meeting. Explain all the additional recommendations of the [New Meeting Procedures for a Safe Relaunch](#) to the Chapter. If there is genuine interest in going back, the next steps are the confidential survey.
- Privately [survey the Members to determine their readiness](#) to relaunch in-person meetings. This survey should be done at the regional level to ensure it is done without creating influence toward in-person nor online.
 - Results should be delivered to the Chapter within one week of completing the survey.
 - If less than 85% of Members vote to go back to in-person meetings, the Chapter will continue meeting via BNI Online. Reassess the situation every four to six weeks thereafter. At the time there seems to be more interest, repeat the anonymous survey.
 - The Members who are at-risk or uncomfortable going to in-person meetings should be accommodated via Zoom into the in-person meeting.
 - The Members who are at-risk or uncomfortable going to in-person meetings should be given an option other than medical leave to maintain their participation in BNI. Medical leave is not an appropriate solution because they lose their membership time.
- Contact the Chapter meeting venue to ensure the venue is complying with all national and applicable laws and can accommodate the [with the venue checklist](#).
- Determine if the cost of the venue for the number of Members who want to go back to in-person meetings is within the Chapter's budget.

- Ensure all Members commit to registering all their Visitors and Substitutes through BNI Connect® so that Visitors and Substitutes can have the opportunity to read the Acknowledgement and Acceptance of Risk before attending the meeting. Visitors and Substitutes who have not read the Acknowledgement and Acceptance of Risk electronically should not be permitted to enter the meeting room.
- Train each of the Members on the [New Meeting Procedures for a Safe Relaunch](#).
- Update Chapter Type on BNI Connect®
- Schedule the first Chapter meeting in person.

Survey Member Readiness to Restart In-Person Chapter Meetings

The survey should have two questions:

1. Do you prefer to attend your BNI Chapter meeting in-person provided that the legal requirements of your area allow it and special accommodations are made (e.g. *insert applicable legal requirements*)?
 - Yes
 - No

If question one is answered, yes, end survey. If no was the answer, ask the next two questions.

2. If no, when might you be ready?
 - In the next 30 days
 - In 31-60 days
 - In 60+ days
 - When I'm vaccinated
3. If your Chapter goes back to in-person meetings before you feel comfortable to do so, how would you like to participate?
 - Via Zoom
 - Switch to a Chapter still meeting fully Online

Working with the Venue Prior to Restarting In-Person Chapter Meetings

Once 85% of the Chapter has voted to restart in-person Chapter meetings, the Regional Office should work with the venue to ensure it can accommodate the new recommendations for in-person meetings:

- Identify an available venue that meets your Chapter's needs.
- Ensure the venue is operating within the local government regulations for COVID-19 response.
- Can the venue accommodate the number of Members in the Chapter plus at least five (5) guests while following the local government regulations and/or this TMR Manual?
- Ensure the venue can accommodate social distancing between Members. Minimum social distancing is 2 meters (6 feet), if required in your area.
- With the room set up for social distancing, can open networking be done safely and in accordance with applicable laws and social distancing requirements.
- Venues must ensure that adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 80% ethanol or 75% isopropyl alcohol concentrations, tissues, paper towels and no-touch trash cans are available.
- Hand sanitizer should be prominently provided throughout the venue.
- Ensure your venue has intensified cleaning, disinfection and ventilation
- Venue has, or can accommodate, projection and audio/visual equipment to facilitate Members who would like to attend meetings via Zoom.



Signage Needed at Each In-Person Chapter Meeting Until Further Notice



Below are the minimum recommendations for signage for each Chapter. Signs may be developed by the BNI Marketing Department and distributed through BNI BrandShare:

1. Measures taken to reduce the spread of Covid-19
2. Chapter attendee responsibility for abiding by the guidelines
3. The measures taken can't guarantee that a chapter attendee won't contract Covid-19
4. Chapter attendees attend at their own risk.



New Meeting Procedures for In-Person Chapter Meetings

Before the Meeting

- No sign-in sheets should be used for Members, Visitors or Substitutes. If a sign-in sheet is required by applicable laws, each signer should use their own pen. Train the Visitor Host on how to mark attendance in BNI Connect® on their own device as Visitors and Substitutes check in.
- All Visitors and Substitutes must be registered using BNI Connect® so that the Visitor can be directed to a landing page to sign and [Acknowledgement & Acceptance of Risk](#) document. If a Visitor or Substitute has not read this document, they cannot attend the in-person meeting. If a Visitor is not registered, they cannot attend the meeting. This ensures they have read the Acknowledgement and Acceptance of Risk and that the meeting will not be over capacity.
- Remind everyone there should be social distancing and no physical contact made, if required.
- Any Chapter attendee who is not feeling well or is 'high risk' should not attend the in-person meeting but can join via BNI Online.
- Any Chapter attendee who has tested positive for COVID-19 should not attend the Chapter Meeting for at least 14 days after the required quarantine has ended.
- Any Chapter attendee who has had contact with a known case of COVID-19 should not attend the Chapter Meeting for 14 days after the required quarantine period has ended.
- The room set up should accommodate social distancing, if required. This may require a set up other than U shape. Round tables are a good option. Each seat should be a minimum of 2 m or 6 feet apart.
- Set out the BNI Global approved signage at the meeting venue.
- Set up the computer and screen/projection so that Members wanting to attend via Zoom are accommodated. Ensure there is an audio solution that does not require Members to pass a microphone around.
- Pre-print all name badges for the Visitors and Substitutes who are registered so that the Visitor can pick up their name badge from the table themselves. If pre-printed name badges are not used, the Visitor Host should write the Visitor's name on the name badge so that there are not multiple people using the same pen. The handwritten name badge should be placed on the table for the Visitor to retrieve it. After applying the name badge, encourage the Visitor to sanitize his/her hands. If hand sanitizer is not provided by the venue, it is the responsibility of the President to provide hand sanitizer for the Visitor Host table.

During the Meeting

- All Members should wash or sanitize their hands before coming to the meeting, upon arrival, and after they've left the meeting.



- Everyone should maintain social distancing (6 ft or 2 m), if required. If a meeting participant observes people less than the required distance, politely ask each party to maintain a safe distance and avoid physical contact. We are all invested in each other's safety.
- No business cards should be exchanged, nor should business card boxes/binders be passed in the meeting. To exchange contact information, the Member can verbally and then digitally share their contact information with another Member Visitor. If the Chapter would like the Visitors to have all the Member's contact information, a Chapter roster should be emailed to them after the meeting.
- All meeting attendees should wear a face covering throughout the time in the Chapter meeting venue. Please put on your mask before you enter the venue and remove it after you leave the venue.
- Nothing should be passed, including paper slips in a basket, during the meeting to eliminate touches and close proximity. Use the BNI Connect® Mobile App to document all referrals, One-to-Ones and TYFCB. No written testimonials should be transferred during this time. The testimonial can be verbally given at the meeting during the Referral & Testimonial time.
- No Notable Networker Certificates should be handed out. Get creative on how you will make the Member feel recognized and appreciated. You can email a printable certificate to the Member receiving the recognition.
- New Member Success Kits will be mailed to the new Member so that the packet itself has not been touched for over 72 hours when the new Member receives it.
- No door prizes should be given through the duration of the program.
- During new Member inductions, the new Member can be at the front of the room. It is important that social distancing requirements are met when they are in front of the room, if required.
- As a form of recognition for the renewing Members, be sure to say how many referrals, how much TYFCB and how many Visitors the renewing Member contributed to the Chapter in the last year.

Visitor Orientation

- To ensure social distancing, you may choose to have a Zoom meeting after the meeting to go over the Visitor Orientation. Alternatively, you may have a One-to-One at the venue provided all precautions taken during the Meeting are carried into the One-to-One (e.g. social distancing, no contact, etc.), if required.
- All applications must be online, no paper applications. The Visitor can use their own device or onsite or at home to submit their application.

Reporting

- It is critical that the Vice President keeps accurate attendance records for each meeting. It is critical we know which Members attended each meeting accurately.
- The Secretary/Treasurer marks Visitor and Substitute attendance in the case that contact tracing must be done. It is critical we know what Visitors and Substitutes were at each meeting accurately.
- Each week the President should complete a survey certifying that all safety standards set forth in the TMR manual for their region were met.



TMR Communication

Now, perhaps more than ever before, it is a great opportunity to build relationships with Director Consultants, Ambassadors and Members. Use stern form letters as a last resort.

Key Messages for the Communication Plan

Communication Plans to Members should include:

1. Excitement about the potential relaunch of in-person Chapter meetings while reminding the Members that BNI Online™ meetings are still available and highly productive for those who aren't quite ready to return
2. Importance of abiding by both applicable laws and BNI guidelines
3. Do not coerce Members who are high risk for illness or have family members who are high risk into participating in person. They have the option of taking a medical leave or option of switching to a BNI Online Chapter.
4. All Members must be able to receive the benefit from BNI through this process. That means Members who are not comfortable coming back in-person must be able to join the in-person meeting via Zoom.
5. The 'penalty' for Chapters who do not comply with applicable law and BNI guidelines includes being asked to go back to BNI Online or removal from the BNI system.
6. How Members and Director Consultants who observe unsafe behavior can report that without penalty.

Letter to Chapters Not Approved for TMR That Return Anyway

February 27th, 2021

To: BNI Chapters Wishing to Restart In-Person Meetings Before Their Region is Approved

Dear Valued BNI Chapter,

First, congratulations to BNI Chapters on achieving over \$16,200,000,000 USD in closed business via over 11,500,000 referrals in 2020. That is simply an incredible amount of business in any year, not to mention the disrupted year of 2020.

For over 35 years, productive in-person BNI Weekly Chapter Meetings have been a hallmark of the BNI Member experience. Wherever we have required Chapters to meet online during the pandemic, our goal has been to do so as long as needed – *but not a day longer than needed*. BNI Members are strong and thoughtful business leaders who are leading their businesses, their families, and their communities. We believe offering all BNI Chapters a choice between conducting their Weekly Chapter Meetings in-person or online is the best strategy both now and in the future.

We understand that your BNI Chapter has expressed a clear desire at this time to restart your in-person Weekly Chapter Meeting. As you know, the situation with the pandemic has become fluid with public health officials in many countries and regions implementing varied protocols. While it is not yet our recommendation to restart in-person Weekly Chapter Meetings in this region, we very much respect your desire to do so. In support of your efforts to restart in-person Weekly Chapter Meetings, BNI Directors will be available to support you online and by



phone and then in-person once the region as a whole is approved to restart in-person Weekly Chapter Meetings. And of course, you'll continue to have full access to all of BNI's tools, training, and leadership content via BNI's powerful technology applications including BNI Connect®, BNI Connect Mobile®, BNI® Business Builder, and BNI Brandshare. We also encourage you to thoughtfully consider attending your National BNI Conference and then BNI's 2021 Global Convention in Miami October 6th-9th, 2021!

As your BNI Chapter restarts in-person Weekly Chapter Meetings, I would request your attention to the following points:

- Please monitor regulations and ensure you are in compliance with them at all times. They are subject to change as you know. Please be ready to resume meeting via BNI Online™ should that become necessary.
- For your safety, and the safety of your family and fellow Members, please follow the advice of public health officials and follow BNI's safety protocols as outlined in the appendix to this letter.
- Please do not pressure fellow BNI Chapter Members to meet in-person if they are still uncomfortable doing so. Instead, please accommodate them by allowing them to join virtually while others meet safely in-person.

As an alternative to restarting in-person Weekly Chapter Meetings, remember that BNI Online™ continues to be as powerful as it is convenient and safe. It is now a permanent option for all BNI Chapters. Did you know that, in January 2021 alone, over \$1,500,000,000 USD was passed via over 1,000,000 referrals – nearly all using BNI Online™?

There has never been a better time to be a BNI Member. We have one goal: to help make you very successful. As the world continues to change, there has truly never been more opportunity for your business. Keep up the great work and set your sights high. And know that BNI is here to support you at every step of the way.

Onward!

Yours in BNI,

Graham Weihmiller
Graham Weihmiller, CEO of BNI

Flexible Transition Process

If a chapter chooses to return to a Traditional BNI Meeting, a transition process will be required for any Members who are uncomfortable to return immediately to a Traditional BNI Meeting. It is important the Member continues to contribute during this time.

Option 1 – Temporary Hub Meetings

- Members meet in groups or hubs of 4 -6 in 1 location and join BNI Online™ meeting in groups
- Members are not required to meet in group
- Each group will require necessary AV for each Member and hub to properly participate

Option 2 – Temporary Mixed Meetings

- BNI Members comfortable returning offline will do so at venue but each with personal device to facilitate appropriate social distancing
- At venue, meeting is conducted through BNI Online™ platform and each member joins on personal device
- Required: Strong Wi-Fi to support multiple members joining BNI Online™

It is important to note that after the transition period, if a Member is still not comfortable with returning to BNI Meetings, the Member will discuss with Membership Committee (MC). If MC feels that Member can continue to contribute without being present at BNI Meetings, the MC may grant the Member an additional flexibility period.

During the transition period, if the Member chooses, the Member may work with their local support Director to help identify a BNI Online™ chapter with their open category. No Member should be forced into a meeting format they do not prefer.



Appendix

Acknowledgment & Acceptance of Risk

EXHIBIT 1

Acknowledgment and Acceptance of Risk Agreement

The novel coronavirus, COVID-19 has been declared a worldwide pandemic by the World Health Organization. While BNI has taken the appropriate steps to mitigate the risk of COVID-19 being transmitted at BNI Chapter Meetings, BNI cannot guarantee or prevent you from becoming exposed to, contracting, or spreading COVID-19 as a result of attending a BNI Chapter Meeting. It is not possible to prevent against the presence of the disease. Therefore, if you choose to attend a BNI Chapter Meeting, you may be exposing yourself to and/or increasing your risk of contracting and/or spreading COVID-19.

Accordingly, knowing these risks and voluntarily attending a BNI Chapter Meeting in person, you are signifying that you accept the all of the following statements:

- I acknowledge that it is my personal and voluntary decision to return to in-person Chapter Meetings at my Chapter rather than utilizing BNI online™ as an alternative method of attending the Chapter Meeting.
- I acknowledge that I understand and freely assume any and all risks of returning to in-person Chapter Meetings.
- I further acknowledge that I am not symptomatic for COVID-19, and to the extent that I have been tested for COVID-19, I did not test positive for the virus.
- I am not considered high-risk person to contract and have complications from the COVID-19 disease.
- If at any time I become symptomatic for COVID-19 I will immediately notify my Chapter President to enable my Chapter to participate in any contact-tracing that the local jurisdiction may require.
- If I become symptomatic, I will discontinue attending in-person Chapter Meetings for at least 14 days for a self-imposed quarantine and will immediately notify the Chapter President of my need to do so.
- In order to attend in-person Chapter Meetings, I will follow and comply with all directives that the Chapter President may require including, but not limited to, wearing face coverings and maintaining social distancing from any other Chapter attendee or participant of at least the minimum distance required by local law.
- I further acknowledge that it is my responsibility to review and comply with any government, state, or local directives, advisories, warnings, or any other information regarding COVID-19 and which are directed to individuals, and based on those guidelines, I freely assume any and all risks which may accompany those guidelines and/or directives.

Waiver, Release, and Hold Harmless. In consideration for being permitted to attend in-person BNI Chapter Meetings, I do hereby forever release and waive my right to bring suit against the BNI Chapter, BNI Global, LLC and its affiliates, together with all of their respective present and former officers, employees, Members, directors, agents, servants, representatives, parents, subsidiaries, franchisees,



successors, and assigns (collectively “BNI”), in connection with exposure, infection and/or spread of COVID-19 related to my attendance at any BNI Chapter Meeting. I understand that this waiver means I give up my right to bring any claims including claims for personal injuries, death, disease or property losses, or any other loss, including but not limited to claims of negligence, and give up any claim I may have to seek damages, whether known or unknown, foreseen or unforeseen.

I further agree that any and all rights that I may have under section 1542 of the California Civil Code are hereby expressly waived. That Section reads as follows:

“A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor.”

Choice of Law: I understand and agree that the law of the State of California will apply to this Acknowledgment and Acceptance of Risk Agreement (“Agreement”).

Construction: This Agreement shall not be construed against the BNI, as the preparer, but shall be construed as if all parties jointly prepared this Agreement and any uncertainty and ambiguity shall not be interpreted against any one party.

Waiver of Breach: Any potential waiver, by BNI, of any breach of this Agreement by you, shall not be deemed a waiver of any other breach of this Agreement. The provisions of this Agreement may not be waived except by a writing signed by BNI, or counsel for BNI.

This Waiver, Release, and Hold Harmless shall be binding upon my survivors, heirs, successors, and assigns. I understand and agree that this Waiver, Release and Hold Harmless is a release of liability and I sign it on my own free will.





Media Inquiries

1. If a reporter from the media begins to ask you questions on any subject, you are to reply with:
“I would like to help you get answers to your question. I will need to put you in contact with our spokesperson, Terry Atkins. He will be happy to assist you.”
2. Under no circumstance is any BNI Associate authorized to make any statement to any representative of the media concerning any incident or event that in any way involves BNI unless specifically authorized to do so by the BNI Spokesperson, Terry Atkins.
3. Don't feel obligated to say anything but the approved statement: Repeat,
“I would like to help you get answers to your question. I will need to put you in contact with our spokesperson, Terry Atkins. He will be happy to assist you.”
4. Immediately send the following information to BNI spokesperson, Terry Atkins at terryatkins@bni.com:
Reporter Name: _____ Phone number: _____
Media outlet: _____ Email: _____
5. Immediately contact your Area Directors, Director Consultants and Chapter Presidents (who could be contacted by the same media outlets) to remind them of this media inquiry protocol. They too should also defer to the BNI spokesperson, Terry Atkins.
6. **Urgent Meeting should be set up with the National Director (if applicable), Executive Director/Regional Director (if applicable), Market President and Terry Atkins immediately.**

COVID-19 Exposure

The safety and wellbeing of our Members is BNI's top priority. If a Member, visitor or associate contracts COVID-19 the following action items need to be followed:

1. If a Member, visitor or associate informs you that they likely have been exposed to or have COVID-19, immediately request them to **not attend their in-person Chapter Meeting. Contact your Executive Director** or Regional Admin (if the Executive Director is unavailable).
2. The Executive Director will gather the following information about the exposed/infected person:
Name: _____ Confirmed to have COVID? Yes No
Phone: _____ When were they last in contact with any BNI
Email: _____ Member? _____
3. **Immediately the Executive Director should contact the National Office, appropriate health/safety organization and Market President.**
4. Use the PALMS Report and Visitor Report to collect the names and contact information for all exposed participants. Consult the Vice President and Secretary Treasurer of the Chapter for any clarification needed relating to attendance.
5. **Prepare Proper Communication**
 - If potential exposure to COVID-19, prepare [this communication](#) protocol.
 - If a Chapter Member, Visitor or Associate has been exposed to COVID-19 prepare [this communication](#) protocol.

Health & Safety Protocols are Not Being Followed

If a Member, Visitor or Associate are attending in person meetings are noticing meeting participants are not following the proper safety protocols laid out by BNI and/or the applicable governing body, please report the incident immediately.

[BNI Crisis Hotline \(800\) 825-8286](tel:8008258286) or Crisis@BNI.com



COVID-19 Potential Exposure

Chapter Crisis Response to COVID-19

Potential Exposure Checklist

- STEP 1:** If a Member, Visitor or Associate in your Chapter has COVID-19 the Chapter's in-person meetings should be suspended at this time.
- STEP 2:** You should contact your local health department and inform them that a participant in your local Chapter may have been exposed to the COVID-19.
- STEP 3:** Members, Visitors and Associates of the Chapter should be informed that a participant in a meeting they attended has been exposed.
- STEP 4:** Members should familiarize themselves with relevant information on COVID-19 through the local health department website or WHO website.

Communication of a Potential Exposure

- Title:** "Potentially Exposed Member"
- Distribution From:** Executive Director/Regional Director
- Distribution To:** Affected Chapter' Members, Visitors and Associates

Dear <<CHAPTER NAME>>,

Your safety and wellbeing are our top priority. Out of an abundance of caution we want to inform you that a participant attending last week's meeting at <<LOCATION>> may have been in proximity to an individual with COVID-19. It is our understanding that this participant has not shown any symptoms themselves but has been instructed by their physician to self-quarantine for 14 days. In the days ahead as we learn more and are able to share more about their condition, we will provide you an update.

We have reached out to the <<COUNTY>> Health Department to notify them of the situation. Their advice is for you to familiarize yourself with information that can be found on their website <<WEBSITE>>. They have also recommended that if you are experiencing any symptoms associated with COVID-19, that you should contact your primary healthcare provider or call the <<COUNTY>> Health Department at <<PHONE NUMBER>>. To further protect your health, we have chosen to suspend meetings at this location until further notice as a temporary preventative action.

In order to provide you the opportunity to continue to access your network and grow your business, please begin BNI Online meetings again. This will allow you meet weekly to share referrals all from the convenience and comfort of your home or office.

We appreciate your support and understanding as we work together to preserve the health and wellness of our community.

Sincerely,

<<EXECUTIVE DIRECTOR>>

<<CHAPTER NAME>>





COVID-19 Confirmed Exposure

Chapter Crisis Response to COVID-19

Confirmed Exposure Checklist

- STEP 1:** If a Member, Visitor or Associate in your Chapter has COVID-19 the Chapter's in-person meetings should be suspended at this time.
- STEP 2:** You should contact your local health department and inform them that a participant in your local chapter may have been exposed to the COVID-19.
- STEP 3:** Member, Visitor or Associate of the Chapter should be informed that a participant in a meeting they attended has COVID-19.
- STEP 4:** Members should familiarize themselves with relevant information on COVID-19 through the local health department website or WHO website.

Communication of a Confirmed Exposure

Title: "Member with COVID-19"
Distribution From: Executive Director/Regional Director
Distribution To: Affected Chapter' Members, Visitors and Associates

Dear <<CHAPTER NAME>>,

Your safety and wellbeing are our top priority. Out of an abundance of caution we want to inform you that a participant attending last week's meeting at <<LOCATION>> has been diagnosed with COVID-19. It is our understanding that this individual has been instructed by their physician to self-quarantine. In the days ahead as we learn more and can share more about their condition, we will provide you an update.

We have reached out to the <<COUNTY>> Health Department to notify them of the situation. Their advice is for you to familiarize yourself with information that can be found on their website <<WEBSITE>>. They have also recommended that if you are experiencing any symptoms associated with COVID-19, that you should contact your primary healthcare provider or call the <<COUNTY>> Health Department at <<PHONE NUMBER>>. To further protect your health, we have chosen to suspend meetings at this location until further notice as a temporary preventative action.

In order to provide you the opportunity to continue to access your network and grow your business, please begin BNI Online meetings again. This will allow you meet weekly to share referrals all from the convenience and comfort of your home or office.

We appreciate your support and understanding as we work together to preserve the health and wellness of our community.

Sincerely,

<<PRESIDENT NAME>>

<<CHAPTER NAME>>



References

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International Franchise Association (2020 May) "Franchise Reopening Blueprint." Retrieved from <https://community.franchise.org/franchise-reopening-blueprint>



WHO Guidance Regarding How to Wear Masks Safely

HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY

Do's →



Clean your hands before touching the mask



Inspect the mask for damage or if dirty



Adjust the mask to your face without leaving gaps on the sides



Cover your mouth, nose, and chin



Avoid touching the mask



Clean your hands before removing the mask



Remove the mask by the straps behind the ears or head



Pull the mask away from your face



Store the mask in a clean plastic, resealable bag if it is not dirty or wet and you plan to re-use it



Remove the mask by the straps when taking it out of the bag



Wash the mask in soap or detergent, preferably with hot water, at least once a day



Clean your hands after removing the mask

A fabric mask can protect others around you. To protect yourself and prevent the spread of COVID-19, remember to keep at least 1 metre distance from others, clean your hands frequently and thoroughly, and avoid touching your face and mask.

[who.int/epi-win](https://www.who.int/epi-win)



World Health Organization

PLEASE NOTE THAT BNI NOW RECOMMENDS THAT MEMBERS WEAR TWO MASKS INSTEAD OF ONE

HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY

Don'ts →



Do not use a mask that looks damaged



Do not wear a loose mask



Do not wear the mask under the nose



Do not remove the mask where there are people within 1 metre



Do not use a mask that is difficult to breathe through



Do not wear a dirty or wet mask



Do not share your mask with others

A fabric mask can protect others around you. To protect yourself and prevent the spread of COVID-19, remember to keep at least 1 metre distance from others, clean your hands frequently and thoroughly, and avoid touching your face and mask.

who.int/epi-win



Wash your hands

Wash your hands with soap and running water when **hands are visibly dirty**



If your **hands are not visibly dirty**, frequently clean them by using alcohol-based hand rub or soap and water



World Health Organization