



## Office of Children and Family Services

**ANDREW M. CUOMO**  
Governor

**SHEILA J. POOLE**  
Commissioner

April 15, 2020

Dear Commissioners, Chief Executive Officers, and Executive Directors:

On April 12, 2020, Governor Andrew M. Cuomo issued Executive Order 202.16. This order directs the use of face coverings by employees interacting with customers or members of the public. Specifically, for all essential businesses or entities, which includes State and local government, any employees who are present in the workplace shall be provided and shall wear face coverings when in direct interaction<sup>1</sup> with customers or members of the public. Businesses or entities must provide, at their expense, such face coverings for their employees. Your OCFS licensed or certified program must comply with this directive.

Please continue to check the OCFS website at <https://ocfs.ny.gov/main/news/COVID-19/> for updates and additional information related to COVID-19.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Ogundimu". The signature is stylized with a large initial "L" and "O".

Lisa Ghartey Ogundimu, Esq.  
Deputy Commissioner  
Child Welfare and Community Services

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<sup>1</sup> Per the attached guidance, direct interaction “shall include any employee who is routinely within close contact (i.e. six feet or less) with members of the public, including but not limited to customers or clients.”