




WISCONSIN DEPARTMENT OF CORRECTIONS

Governor Tony Evers / Secretary Kevin A. Carr

Division of Adult Institutions

DATE: April 15, 2020

TO: DAI Persons in our Care

FROM: Makda Fessahaye, Administrator, Division of Adult Institutions 

SUBJECT: Distribution and Care of Face Coverings

The Department of Corrections (DOC) has been monitoring developments about coronavirus (COVID-19) by working collaboratively with the Wisconsin Department of Health Services (DHS) and continuously reviewing the Center for Disease Control and Prevention (CDC) guidelines. The CDC has encouraged individuals to wear cloth face coverings in settings where social distancing measures are difficult to maintain.

In order to take precautions and minimize the risk of exposure and spread of COVID-19 in DOC correctional facilities, the DOC is issuing four (4) disposable ear loop masks through canteen for all persons in our care in the near future. As resources become available, institutions will also distribute cloth masks to all persons in our care. The ear loop masks are intended to be used on a short term basis until the DOC is able to issue cloth masks to all persons in our care, which are washable and intended for repeated long term use.

To properly care for and extend the use of a disposable ear loop mask, please store the mask in a safe and clean location between uses, dispose of the ear loop mask when wet, soiled, or damaged, wash your hands before and after touching the mask, and remove the mask when using the restroom, eating, drinking, or in your cells. If properly cared for, one disposable ear loop mask may be used to up five (5) days. To properly care for a cloth mask, please store the mask in a safe and clean location between uses and follow the institution laundry schedule to ensure regular cleaning. The issued face coverings should be rotated on a daily basis, whenever possible.

All persons in our care are encouraged to wear the issued face coverings when they are out of their cells and moving through common areas. At any time, a correctional facility may require persons in our care to wear a face covering to reduce the exposure and spread of COVID-19 in the facility. At the direction of a correctional employee, a person in our care may be asked to remove their face mask for identification purposes. Identification cards must also continue to be worn and displayed per the inmate handbook.

Please remember to practice good hygiene, thoroughly wash your hands with soap and water for a minimum of 20 seconds, cover your coughs and sneezes, avoid touching your face, maintain social distancing with at least six feet from others whenever possible, monitor and report symptoms, and follow the guidance of the dedicated healthcare staff at the facility.

Managing the risk of exposure and spread of COVID-19 in correctional facilities remains our number one priority as an agency. The DOC continues to work with DHS, review the CDC guidelines, and take additional steps necessary to help persons in our care and staff maintain their health and safety.