ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi – 110029

No. F.79/COVID-19/2020-Estt.(H.)   Dated: 08.04.20__

Subject: STANDARD OPERATING PROCEDURE (SOP) for extended use of N-95 masks for personal safety of Health Care Workers (HCW) at AIIMS. *

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1. You have been provided with five N-95 masks. You have also been provided with 4 small brown covers numbered 1,2,3 & 4 as well and a large brown cover. (*If not ask your indenting official to collect it from PRC*).

2. Place each N-95 mask in separate small paper bags and mark both the mask and the bag as 1,2,3, and 4. Fifth mark is being issued as a reserve.

3. On day 1, wear the mask no.1 when you step out for duty. **Learn to wear the mask correctly. This is very important.** The Infection control team in your area will explain the method to you.

4. After you return home, place the used N-95 in paper bag no.1 & let it dry out for 4 days. Sunlight is not necessary. DO NOT THROW AWAY THE MASK.

5. On day 2, use mask number 2 when you go for duty. After you return home, place the used N-95 in paper bag no.2 & let it dry out for the next 4 days.

6. Do the same for day 3 and day 4.

7. Use the N-95 mask no. 1 on day 5 again. For eg. if you start using mask no.1 on Wednesday 8th April, it is available for reuse on Sunday 12th April' 2020.

8. Repeat the exercise until all 4 masks have been used 5 times as recommended by CDC, Atlanta, USA*. All four will be used up in 20 days (in this example on Monday 27th April 2020).

9. These "personal use" N-95 masks will not be treated and reused.

10. Bring all 4 masks in the big brown bag, throw them in the yellow waste bin in your ward/ area or posting are report to the indenting nurse.

11. You will be issued 05 new N-95 masks, after 20 days.

The AIIMS administration is committed to keeping all its staff safe.

(DR. D.K. SHARMA)
MEDICAL SUPERINTENDENT

*(*Center for Disease Control and Prevention, Atlanta, USA :Recommended Guidance for Extended Use and Limited Reuse of N95 Filtering Facepiece Respirators in Healthcare Settings*).