



OFFICE OF THE COUNTY ADMINISTRATOR

Hall of Records, Room 510, Newark, New Jersey 07102

973.621.4432 -- 973.621.6650 (Fax)

www.essexcountynj.org

Joseph N. DiVincenzo, Jr.
Essex County Executive

Robert D. Jackson
County Administrator

MEMORANDUM

TO: All County Employees

FROM: Robert D. Jackson, County Administrator/Director of Human Resources 

DATE: April 30, 2020

RE: Face Coverings for County Employees

Please be reminded that all employees MUST wear a face covering when entering and leaving County buildings. Additionally, if employees are interacting with the public during the course of their duties, or if social distancing is not possible while they are at their worksite, face coverings shall be worn. You may obtain masks through your Department Director; however, employees are reminded that any type of face covering (i.e. scarfs or bandannas) are acceptable.

Thank you for your cooperation.

Putting Essex County First

ESSEX COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER