



Republic of the Philippines
Department of Finance
INSURANCE COMMISSION
1071 United Nations Avenue
Manila



MEMORANDUM

TO : All Insurance Commission (IC) Personnel

FROM : The Deputy Insurance Commissioner
Management Support Services Group

DATE : 19 March 2021

SUBJECT : **OBSERVANCE OF DOUBLE MASKING AS ADDITIONAL SAFETY PRECAUTION**

In connection with Insurance Commission (IC) Office Circular Nos. 2020-008 dated 19 August 2020 and 2020-006 dated 30 May 2020 *re: Interim Administrative Protocols in the Insurance Commission During the Community Quarantine in the Philippines Due to COVID-19 Pandemic*, and with the current surge of COVID-19 cases in Metro Manila, all Insurance Commission (IC) personnel are **encouraged to wear or observe double masking** as an additional safety precaution against the COVID-19.

On 19 February 2021, the Centers for Disease Control and Prevention (CDC) of the U. S. Department of Health and Human Services released a report, ["Maximizing Fit for Cloth and Medical Procedure Masks to Improve Performance and Reduce SARS-CoV-2 Transmission and Exposure \(2021\)"](#), which further recommended that **universal masking slows down the spread of COVID-19**. The experimental simulations assessed the extent to which two (2) modifications to medical procedure masks, i.e., (1) **wearing a cloth mask over a medical procedure mask (*double masking*)**, and (2) knotting the ear loops of a medical procedure mask where they attach to the mask's edges and then tucking in and flattening the extra material close to the face (***knotted and tuck masks***), could improve the fit of these masks and reduce the receiver's exposure to an aerosol of simulated respiratory droplet particulates. Please note that based on said simulations, **the receiver's exposure was maximally reduced (>95%) when the source and receiver were fitted with modified medical procedures masks**.

More importantly, we reiterate **compliance with the guidelines on proper wearing of face masks, good hand hygiene, physical distancing, and other health and safety protocols**.

Thank you.


ATTY. ERICKSON H. BALMES
Deputy Insurance Commissioner
Management Support Services Group

Digitally signed by:
Erickson H. Balmes
Date: 21 Mar 2021, 8:44am

Improve How Your Mask Protects You

Accessible version: <https://www.cdc.gov/coronavirus/2019-ncov/your-health/effective-masks.html>



When choosing a mask, look at how well it fits, how well it filters the air, and how many layers it has:

- 1 Make sure your mask fits snugly against your face.
- 2 Pick a mask with layers to keep your respiratory droplets in and others' out.

Do

Improve fit



Choose a mask with a **nose wire**

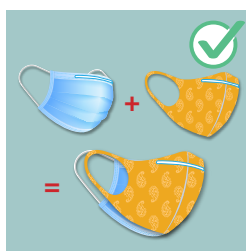


Use a **mask fitter** or **brace**



Check that it **fits snugly** over your nose, mouth, and chin

Add layers of material

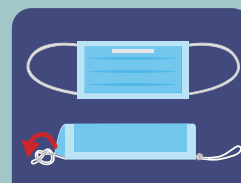


2 ways to layer

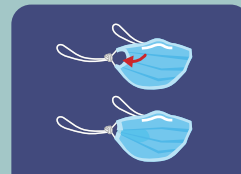
- Use a cloth mask that has multiple layers of fabric
- Wear a disposable mask underneath a cloth mask. The cloth mask should push the edges of the disposable mask against your face.

Make sure you can see and breathe easily

Knot and tuck ear loops of a 3-ply mask



Knot the ear loops



**Fold and tuck in
unnneeded material**



Check for close fit

Do NOT



Combine two disposable masks



Combine a KN95 mask with any other mask.

