



**WEBINAR**

**Ask Your Employment Lawyer**

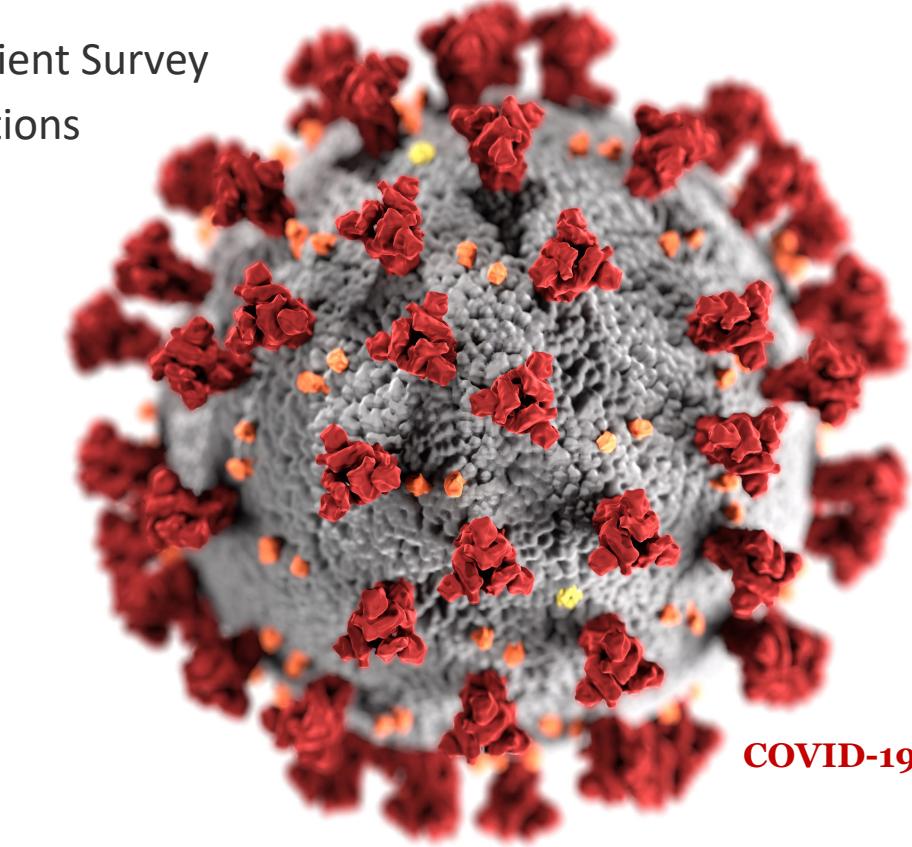
## **COVID-19 – The Return To Work**

**PRESENTED BY**

**LAWFIRM**

## Today's Topics

- Results from the our Firm's Return to Work Client Survey
- Return to Work Practical and Legal Considerations
  - What is a Return?
  - Planning and Communication
  - Workplace Safety Roadmap
  - Government Guidance
  - Employee Health Screening
  - Physical Space Considerations
  - Safety Protocols
  - Review and Update of Employment Policies
  - Plan Implementation
  - Training Considerations
  - Key Takeaways



## Return to Work Strategic Planning

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- 69% of respondents are relying on a combination of guidance from:
  - The CDC
  - Federal government's COVID-19 Task Force
  - State/local regional authorities

*Nearly 37% of companies are relying most on state, local, and regional authorities to create their return to work strategy*

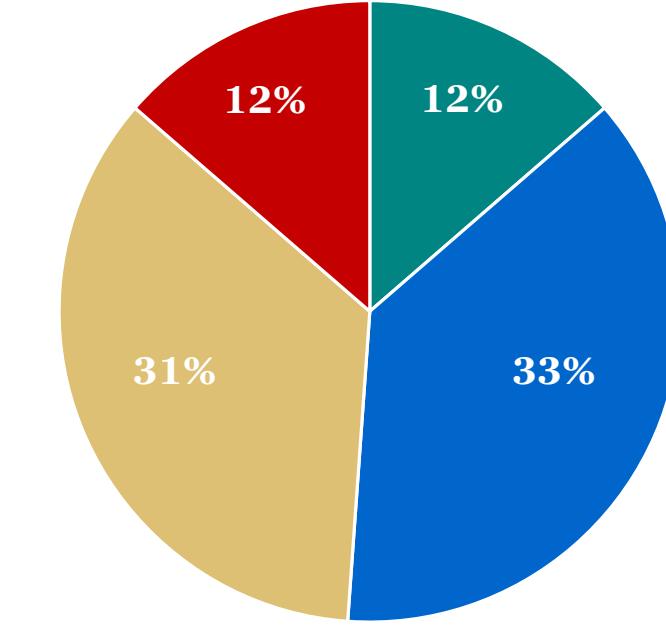
**Do you have a Return to Work strategy in response to COVID-19 loosening of state/local stay-at-home restrictions?**

		
<b>56%</b>	<b>26%</b>	<b>18%</b>
Just starting to work on our strategy	YES, we have a strategy	NO, we do not have a strategy

## Safety Protocols: Reconfiguration

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**Do you plan to reconfigure your physical workspace to allow for social distancing?**



Response	Percentage
YES, we will make substantial changes	12%
YES, we will make minor changes	33%
MAYBE, we do not know yet	31%
NO, we will not make any changes	12%

**12% YES, we will make substantial changes**

**33% YES, we will make minor changes**

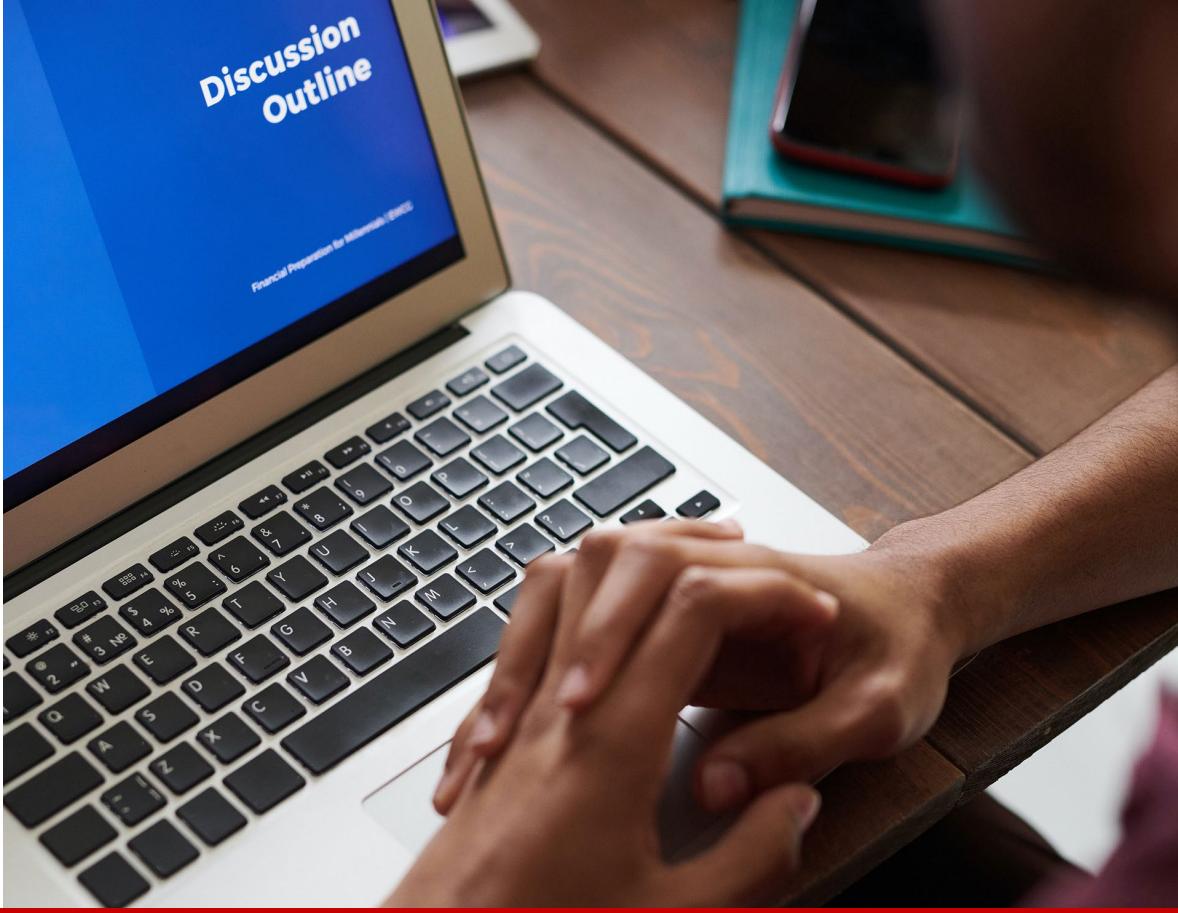
**31% MAYBE, we do not know yet**

**12% NO, we will not make any changes**

## Communicate the Plan

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- Be clear and concise
- Provide adequate notice
- Be as transparent as possible
- Include specifics
- Provide a mechanism to resolve issues in advance
- Address workplace safety



## Employee Safety: Our Roadmap

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- Federal guidance and State/local reopening requirements
- Employee health screening and testing
- Adjusting the office layout
- Developing hygiene and safety protocols



## Guidance & Reopening Requirements

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- Opening Up America Again
- Broad non-binding federal guidelines
- Employers should “[d]evelop and implement appropriate policies, in accordance with Federal, State, and local regulations and guidance, and informed by industry best practices.”
- State reopening orders
- Detailed binding and advisory guidance
- Shutdown risk for non-compliance



## Adjusting the Office Layout

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- Workplaces will require adjustment to ensure social distancing
- Plan for a sustainable “new normal”
- Some specific considerations:
  - Rearrange and modify desks, cubicles and workstations
  - Consider repurposing conference and break rooms
  - Designate six-foot distances around workstations and other gathering spaces (copiers, printers, kitchen areas etc.)
  - Mark hallways for one-way foot traffic
  - Adjust seating in communal areas that remain open
- **Don’t forget less obvious spaces, i.e., restrooms, file rooms**

