

Workplace Safety

# Safe Guidance for Reopening Workplaces

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With the rapid spread of the novel coronavirus and the disease it caused, COVID-19, many businesses and industries had to shut down during widespread stay-at-home orders. As countries begin the slow process of reopening, there are still several questions around how to do so. Guidance is emerging around two key focal points for safely reopening workplaces: the location-workplace and the workforce.

## LOCATION-WORKPLACE BASED GUIDANCE

**Update workplace to reduce COVID-19 exposure between workers**

- Spread out and/or install plastic barriers between workstations
- Reduce contact between different parts of the business
- Use directional signage to control employee flow and minimize employees facing each other

**Limit the amount of workers in any space**

- Consider bringing workers back in shifts
- Stagger breaks and avoid large groups in common rooms
- Regulate who can enter facilities

**Frequently clean/disinfect work surfaces and touch points**

- Commonly touched areas include doorknobs, counters and shared equipment
- Break rooms, bathrooms and other frequently used spaces
- Workstations and kitchen appliances

## WORKFORCE BASED GUIDANCE

<p><b>If sick, stay home:</b> If workers feel sick, have a fever, or are exhibiting any symptoms of COVID-19, they should stay home</p>	<p><b>Prioritize hand hygiene:</b> Have employees wash hands with soap and water for 20 seconds or use an alcohol-based (≥60%) hand sanitizer</p>	<p><b>Promote respiratory hygiene:</b> Have employees cough or sneeze into bent elbow or tissue then immediately dispose of the tissue</p>
<p><b>Practice social distancing:</b> Keep at least <b>2</b> meters or <b>6</b> feet of distance between employees</p>	<p><b>Equip workers:</b> Provide proper PPE to workers as needed, including masks, gloves, gowns and protective clothing</p>	<p><b>Avoid Public Transport:</b> Promote personal travel to/from work (e.g. biking, walking, driving or riding by car alone or with household members)</p>

**Please Note:** Given the novelty of this coronavirus, recommendations from the source references are interim and advisory in nature and are based on current knowledge of the situation. Always ensure compliance with your local public health authorities regulations surrounding conservation, usage, and selection guidance of PPE to combat the COVID-19 pandemic.

Risk of exposure to SARS-CoV-2, the virus that causes COVID-19, during an outbreak may depend in part on the industry type and need for contact within 6 feet/2 meters of individuals known to have, or suspected of having, COVID-19. OSHA has divided job tasks into four risk exposure levels. *Download the complete infographic [here](#) to learn more about workplace controls and PPE recommendations based on*

*different levels of exposure risk.*

Most workers will likely fall in the lower exposure risk (caution) or medium exposure risk levels. PPE should be selected based on the results of an Exposure Risk Assessment and workers' specific job duties. Always refer to and follow local health department regulations and business guidelines. ***Click here to learn more about OSHA Guidance on Preparing Workplaces for COVID-19.***

***Previously Featured on Ansell's coronavirus resources page.***

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