

Post COVID-19

The Business Reopening Checklist

As the world begins to open up, we understand that safety and cleanliness will be top priority for businesses. We've created a business reopening checklist in order to ensure that employees and customers feel comfortable in your workspace.

All tasks have been completed to ensure staff & customer safety!

- Reviewed County and State policy regarding the use of face masks and “return to work” order
- Cleaning & sanitizing supplies are easily accessible to all employees
 - Hand Sanitizer
 - Disinfectant Wipes
 - Face Masks [Buy now](#)
 - Disposable Gloves
- Communicated updated “back to work” policy to employees and stressed the importance of safety and health
- Built an updated work schedule, with work-from-home options and flex hours (if possible)
- Established office cleaning & disinfection policies
- If possible, hire a disinfection company that returns on a monthly or quarterly basis
- Required employees showing COVID-19 symptoms to leave work and encourage employee to seek testing
- Developed a protocol for vendors, clients, and customers entering your business
- Added hand-washing & safety signs to high traffic areas such as entries and exits

We hope this checklist helps your company implement returning to work standards and protocols, custom designed for each workspace environment so we can safely open our economy and help the community get back to work!



SOURCES:

- <https://www.osha.gov/Publications/OSHA3990.pdf>
- <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html>
- <https://bioaway.com/wp-content/uploads/2020/05/The-New-Workspace-BioAway.pdf>
- <https://www.vendhq.com/blog/coronavirus-reopening-checklist/>

