

# COVID-19 REOPENING GUIDE

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## COVID-19 REOPENING GUIDE

If you are concerned that your workplace has been exposed to COVID-19, there are several considerations that need to be given by employers and employees. This guide provides recommendations and guidance from health organizations such as Centers for Disease Control (CDC), World Health Organization (WHO) and Occupational Safety and Health Administration (OSHA).

The General Duty Clause, Section 5(a)(1) of the Occupational Safety and Health Act of 1970, 29 USC 654 (a)(1), requires employers to furnish to each worker **“employment and a place of employment, which are free from recognized hazards that are causing or are likely to cause death or serious physical harm.”**

The primary aspects for returning your business in a safe and healthy manner include:



Educating your employees on how to safely return to work



Establish safe and healthy business operations



Prepare a Healthy Work Environment

## EDUCATE EMPLOYEES ON HOW TO SAFELY RETURN TO WORK

Although you may be opening your doors and employees are returning to standard business operations, it is important that everyone understands the risks associated with COVID-19 coronavirus and that the employees know the proper ways to safely return to work.

**Make it clear that sick employees are to stay home:**

- Symptoms include fever, cough, or shortness of breath. Should any employee have these symptoms, they must notify their supervisor prior to returning to work and stay home.
- Home isolation is required by the CDC, currently at 14 days, prior to an employee returning to work.
- If any person or employee has been tested positive for COVID-19 virus, the facility should be disinfected immediately before operations can continue.

## ESTABLISH SAFE AND HEALTHY BUSINESS OPERATION

- Educate your employees on the importance of handwashing and personal hygiene. This may require installing handwash and hand sanitizing stations at entryways, bathrooms, meeting rooms, warehouse, etc.
- Communicate new policies via email and/or internal communications is vital. Some recommendations to consider:
  - Limit meetings to 10 people
  - Take temperatures of each employee every morning
  - Ensure that social distancing is being enforced, 6' between all employees
  - Set up temporary workstations to allow a minimum of 6' between employees
  - Stagger work hours to reduce employee density
  - Provide sanitary wipes for common areas, e.g. copier machine, coffee machine, etc.

## PREPARE A HEALTHY WORK ENVIRONMENT

### CDC GUIDANCE ON HOW TO CLEAN AND DISINFECT

#### Hard (non-porous) Surfaces

- High touch surfaces should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, EPA-registered disinfectants should be used according to manufacturer's instructions.
- Examples of high touch hard/non-porous surfaces include but not limited to:
  - Door Handles
  - Door edges
  - Railings
  - Phones
  - Desktops
  - Keyboards
  - Elevator buttons
  - Coffee Machines

#### Bathrooms

- Stall Doors
- Toilets
- Sink areas

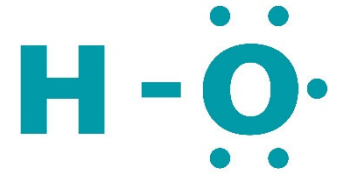
#### Soft (Porous) Surfaces

Soft, porous surfaces, such as carpeted floors, drapery, upholstered furniture, etc. cannot be effectively disinfected.

## ADDITIONAL SERVICES for COVID-19 EXPOSED FACILITIES

### Hydroxyls

The use of hydroxyls to inactivate bioaerosols has been proven to be safe and effective. They are safe for people, plants, animals, rubber, plastic, vinyl, electronics and other sensitive materials. They can be used twenty-four hours a day, seven days a week destroying pathogens without hurting the environment. This technology has been validated on MS2 viruses and considered by the FDA as a surrogate for pathogenic RNA viruses such as COVID-19.



hydroxyl radical

### Fogging

All people shed >40 million dead skin cells each day. Viruses attach themselves to these particles and become airborne and resuspended with human activity, HVAC systems and air currents. Although it has not been certified that fogging is required for disinfection, authorities hypothesize that it is the most effective means to disinfect for airborne pathogens. Fogging is to be applied according to manufacturer's instructions.



### Testing

ATP (Adenosine Triphosphate) testing is considered the best method to test for hygiene and viral reduction on hard (non-porous) surfaces. Testing before and after disinfection services, ensure that proper cleanliness and virus reduction has been achieved. Test results should be made available to the client within 24 hours to ensure that proper measures can be taken prior to reentry for all personnel.



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