



Back to Business Plan

With all the changes that a person or business encounters after any type of local, national or global scale disaster we ALL need a plan to get back to business! Without it you will feel the impacts long after the event. We are here to help with some important steps and ideas for you to consider so that you can start off on the right path of getting back to your business normal confidently!

At Servpro we have over 50 years of proven experience working to make it "Like it never even happened." A big part to achieving that has been by educating and empowering people and businesses in our local communities with the tools of what they can do to succeed after a small or large disaster.

***Under The General Duty Clause, Section 5(a)(1) of the Occupational Safety and Health (OSH) Act of 1970, 29 USC 654(a)(1), which 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." Also, under OSHA's Bloodborne Pathogens standard (29 CFR 1910.1030) which applies to occupational exposure to human blood and other potentially infectious materials. Where respirators are required, employers will also have to comply with OSHA's Respiratory Protection Standard (29 CFR 1910.134). These standards provide clear requirements of companies to provide safe, healthy environments for their employees.**

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With re-opening dates for businesses coming up let us help you!

- ❖ **Make sure to have an Employee Safety/Outbreak Response Plan in place if you don't already**
- ❖ **Fogging and high touch cleaning recommended for businesses before reopening to give peace of mind to your employees and customers, so they feel secure coming back.**
(Please be advised we adhere to protocols set forth by the CDC and we have years of experience in dealing with biological contaminants, and we will go beyond the scope of work that regular janitorial staff perform daily)
- ❖ **Set up scheduled cleanings in the future to be proactive instead of reactive**
- ❖ **Personal Protective Equipment (PPE) for employees such as face masks and gloves**
- ❖ **Temperature Checks**
- ❖ **Shift Management / Space Separation / One Way Aisles**
- ❖ **Regular Hand Sanitation and Hand Washing**

If you want to go fast, go alone.

If you want to go far, go together.

~Proverb



Educating Employees in the Workplace

It's important to prepare a Healthy work environment and educate Employees on how to safely return to work. It gives peace of mind where there could be fear and educates all employees of new policies and procedures moving forward.

- ❖ **Practice Good Hygiene! Stop shaking hands – use other noncontact methods of greeting. Clean hands with sanitizer or wash hands frequently. Avoid touching your face and cover coughs and sneezes. Disinfect surfaces like doorknobs, tables, desks, keyboards, phones/tablets, light switches and bathroom fixtures regularly. Increase ventilation by opening windows or adjusting air conditioning.**
- ❖ **If any employee is feeling sick, they should stay home.**
- ❖ **Under the revised EEOC guidelines as of March 2020, if an employee arrives at work displaying symptoms of respiratory illness the employer may check employee**



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temperature. As with all medical information, the fact that an employee had a fever or other symptoms would be subject to ADA confidentiality requirements.

- ❖ Business owners cannot require employees to have a vaccine if it becomes available
- ❖ Limit food sharing in the workplace



Back to Business Basics

As professionals and business owners a like it is important to quickly adapt to our current business climate.

- ❖ Considers implementing physical distancing policies and practices
- ❖ Schedule videoconferencing for meetings when possible, when it is not possible, hold meetings in open, well-ventilated spaces.
- ❖ Business travel should be assessed case by case as to necessity
- ❖ Employers must maintain the confidentiality of any employee with a suspected or confirmed case of COVID-19 or other sickness. There should be a system and process in place to protect their identity. However, you should inform employees of their possible exposure to COVID-19 or other sickness because employees have the right to know there is a risk in their workplace. Those employees then can do their own risk assessment of their potential exposure based on guidance from the CDC
- ❖ Introduce supportive and more flexible sick leave policies that are consistent with current health guidance
- ❖ Be mindful that not all employees and customers may display symptoms and it is important to follow set guidelines

We are experienced in all verticals and our experts can work with your risk management and/or operations teams, to provide consulting and best practices!



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