RETURN TO WORKPLACE PREPARATION

ENSURE THAT YOUR FACILITY HAS PROPER SIGNAGE IN PLACE THAT REINFORCES SOCIAL DISTANCING

- The CDC has a variety of posters and resource sheets available [here](https://www.cdc.gov/coronavirus/2019-ncov/communication/factsheets.html).  
- [Shutterstock](https://www.shutterstock.com/search/social+distancing) and [iStock](https://www.istockphoto.com/photos/social-distancing?phrase=social%20distancing&sort=mostpopular) offer multiple images that can be utilized for customized pieces for your building.

MAINTAIN A CLEAN AND DISINFECTED WORKPLACE

Work with your tenants on ensuring that office space is cleaned and disinfected with a regular cadence. Ensure that you are cleaning common areas in your building daily. Be sure to disinfect high-touch points multiple times a day.


SCREEN EMPLOYEES AND VISITORS

It is recommended to implement screening procedures as tenants enter a building or before they enter an elevator vestibule. Allied Universal offers 4 models of screening:

1. Screening Questionnaire
2. Close Contact Screening (Not Enclosed)
3. Close Contact Screening (Enclosed)
4. Distance Screening

MANAGE EMPLOYEE TRAFFIC AND MOVEMENT

Appropriately manage meetings, travel, etc...

- The WHO offers some great tips that can be found [here](https://www.who.int/docs/default-source/coronaviruse/getting-workplace-ready-for-covid-19.pdf).
- The Whitehouse Guidelines for Opening Up America Again can be found [here](https://www.whitehouse.gov/openingamerica).

RESOURCES

2. [https://www.shutterstock.com/search/social+distancing](https://www.shutterstock.com/search/social+distancing)
6. [https://www.whitehouse.gov/openingamerica](https://www.whitehouse.gov/openingamerica)