Supporting the Front Lines During COVID-19

QUICK READ ⚡

COVID-19 is forcing many organizations to employ work-from-home considerations to slow the spread of the virus. While organizations can provide videoconferencing, VPNs, and collaboration tools to keep employees connected and productive, what happens to the millions of employees who cannot work from home, such as **retail, healthcare, manufacturing, and hospitality workers?**

Here are some ways that employers can help those who cannot work remotely.

1. **Minimize in-person meetings, using phones or videoconferencing to reduce the number of people gathered in one space.**

2. **Practice social distancing in the workplace, keeping to the "six feet" rule especially in break rooms, meeting areas, and common areas.**

3. **Provide cleaning supplies for employees to wash their workspaces** before going home and provide ready access to hand sanitizers and disposable wipes to use throughout the day.

4. **Post signs in common areas, hallways, break rooms, and restrooms** on the importance of washing hands, keeping things clean, and practicing respiratory hygiene.

5. **Stagger work schedules** to reduce the number of people in the workplace at a given time.

6. **Discourage employees from using each other's desks, tools, keyboards, phones, and office supplies.**

7. **Limit contact with people outside the company in the workplace.** Place hand sanitizers at all entry points for any visitors to use before traveling within the workplace.

8. **Establish a quarantine area in the workplace,** such as a meeting room or some other room with doors, to isolate employees that develop symptoms until the employees can be removed.

9. **Stock up on face masks, tissues, and rubber gloves.**

10. **Develop and communicate precautions to keep your employees and the public safe**, and plans that consider employee exposure and its impact on the business.

11. **Promote benefits that may relieve the emotional burdens** of those who must work in proximity to other people, such as coaching services, EAP programs, resilience programs, and mindfulness programs.

12. **Regularly communicate COVID-19 updates** to employees using information from trusted sources such as the CDC and OSHA that provide facts and guidelines while minimizing rumors. These can be done in parallel with ongoing wellbeing initiatives or as part of digital wellbeing communications.

13. **Also regularly communicate to customers and the public about your precautions to keep your employees and the public safe.**

MOST IMPORTANTLY

Communicate to employees to stay at home if they are sick or realizing COVID-19 symptoms. You may also want to consider extending the amount of sick leave to cover time away from work. Apple, for example, is offering unlimited sick leave to retail workers if they experience symptoms that could be related to a COVID-19 infection.

Ready to take your employee wellbeing program to the next level? Talk to an expert at Virgin Pulse to get started.

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