

Interstate's safety team has been closely monitoring the CDC and local health agency's guidelines from the start of this pandemic establishing best practices and proper protocols. As we are now transitioning into reopening preparations, Interstate has outlined 5 things you can do to protect your employees, customers and residents in the days, weeks and months ahead.

## 5 TIPS FOR MINIMIZING BUSINESS RISK & CREATING A SAFE WORK ENVIRONMENT

### 1. DO YOUR DUE DILIGENCE TO MITIGATE RISK & REDUCE LIABILITIES

Reviewing and understanding Federal, State, OSHA and/or CDC guidelines for maintaining a healthy and safe work environment is a critical step to minimizing risk to your business. Proactively taking steps to create and maintain a clean and safe work environment demonstrates that you take the health and safety of your employees and occupants seriously.

### 2. DEVELOP A SAFE WORK ENVIRONMENT PLAN

- Inspect space and develop a plan to maintain social distancing requirements and allows for flexible work schedules including maintaining remote work capabilities
- Commit to monitoring *and following* public health guidelines
- Implement and maintain safe, social distancing practices
- Encourage frequent hand washing
- Provide hand sanitization options
- Develop a daily disinfection plan of high traffic areas
- Remind employees to stay home if they are sick

### 3. COMMUNICATE YOUR PLAN

Don't assume your employees or tenants know what steps you're taking to minimize risk —tell them! Communicating your plan will help provide some needed reassurance that their health and safety is your top priority.

### 4. INSPECT & DISINFECT THE RIGHT WAY

- Disinfect spaces, furnishings and mechanical systems **before** employees return to the workplace
- Inspect for obvious signs of damage like broken windows or doors or water leaks
- Inspect for hazards (electrical, mechanical, structural, physical, etc.)

**According to the American Industrial Hygiene Association (AIHA), here are two hidden risks you should consider:**

- MOLD GROWTH
- BACTERIA IN WATER SYSTEMS

### 5. STAY ON TOP OF REGULAR DISINFECTION & PREVENTATIVE MAINTAINANCE

While you're focused on opening up again don't forget the importance of maintaining a consistent cadence of regular and preventative maintenance activities. Prevent that project you put off before the shutdown from becoming the next disaster.