

How to Reopen Your Business

The White House has introduced its [plan](#) to reopen businesses. Governors are convening to do the same. We know businesses want to get back to work and stay ahead of the new Federal Guidelines when doing so. With the rates of COVID-19 hopefully decreasing, many businesses are looking for direction on how to bring back employees, while following OSHA and CDC guidelines. In response to federal guidance, we have developed a framework for a comprehensive reopening plan that can be tailored to fit your business' unique needs.

Our **Business Reopening Best Practices Workbox** includes:

- Policy on Temperature Checks and Symptom Monitoring;
- Policy on Workplace Safety and COVID-19: Social Distancing, Protective Equipment, and Disinfection;
- Policy on Business Travel;
- Policy on Reasonable Accommodations for Vulnerable Workers;
- Phased-in Workplace Reopening Plan: White House and CDC Guidelines;
- Onboarding checklist for furloughed employees;
- Sample letter to Employees to bring them back from furlough or temporary layoff;
- Sample letter to Employees to increase hours and/or wages to pre-COVID-19 levels;
- DOL Guidance and Resources surrounding COVID-19.
 - Ten Steps All Workplaces Can Take to Reduce Risk of Exposure to Coronavirus;
 - U.S. DOL Issues Enforcement Guidance for Recording Cases of COVID-19;
 - Families First Coronavirus Response Act: Employer Paid Leave Requirements;
 - What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws;
 - U.S. DOL Reminds Employers That They Cannot Retaliate Against Workers Reporting Unsafe Conditions During Coronavirus Pandemic; and
 - OSHA Respirator Poster;
 - Notice to Employees Regarding Confirmed COVID-19 Case in the Workplace and Potential Exposure;
 - OSHA Considerations for Reopening.

The following additional information is for employers headquartered in Massachusetts:

- Massachusetts workplace reopening plan, including Commonwealth-specific requirements and CDC recommendations;
- Massachusetts Guidance surrounding Reopening:
 - Required Compliance Attestation Poster;
 - Mandatory Safety Standards for Workplaces Poster; and
 - When Can My Business Reopen Guidance.

We are in uncharted territory with a lot of misinformation floating around the COVID-19 guidelines. The **Business Reopening Best Practices Workbox** is a valuable foundation for your organization to reboot and move ahead. We also update the contents in real time as needed at no additional cost.

OSHA AUDIT: OSHA recommends additional site-specific safety precautions for each workplace, in accordance with COVID-19 OSHA guidelines. Your business may have unique issues and risks for exposure. We can assist with OSHA compliance by tailoring your Health and Safety Plan to fit your specific needs through our comprehensive [OSHA Audit](#).

MORE HELP: Our clients from coast to coast have found the contents of both our [COVID-19 Infectious Disease Toolkit](#) and our [FFCRA Compliance Package](#) to be very helpful. The contents, for which you receive updates, can be purchased for a fixed fee—mike@foleylawpractice.com

Please contact us with any questions or concerns. We can help.