CORONAVIRUS: WHAT EMPLOYERS CAN DO

**PROVIDE BASIC HYGIENE TOOLS**
The right equipment can make all the difference. Hand sanitizers, disinfectant wipes, tissues, no-touch trash cans, and face masks (for those who are unwell)

**PROVIDE INFECTION CONTROL INFO**
Knowledge is power. Keep your team members up-to-date on the latest information. Train them on your sick leave policy, handwashing techniques, etc...

**ALLOW FLEXIBLE WORK**
Make allowances for those employees who have the ability to perform their job duties remotely. Having employees work from home when possible can reduce the risk of transmission

**REQUIRE THOSE WHO ARE SICK TO STAY HOME**
Be clear and fair in regards to your sick leave policy. Ensure you communicate well and let it be known that there will be no penalties against them

**TRAIN FOR BACKUP**
Develop a plan to ensure key team members train at least 1 backup person to take over their job in case of illness. This will ensure a seamless transition and effective business continuity.

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