

Prevent the Spread

Tips for employers on preventing & preparing for the spread of viruses in the workplace



Provide hand washing facilities and extra sanitizing gels in key places.



Create an infectious disease outbreak response plan.



Develop corporate policies that let workers know what to expect in terms of sick leave and leave care for their families.



Make sure work surfaces are kept clean, including door knobs and hand railings as well as shared telephones, meeting spaces, breakrooms, etc.



Allow working from home where possible.



Cross-train workers so that others can cover job duties if necessary.



Make sure the ventilation systems are working properly.



Decrease the frequency of contact among people at work.

Staying home when sick and hand washing are the most effective ways to help slow the spread of a virus.

For more guidance specific to employers and coronavirus (COVID-19), please reference the [Centers for Disease Control and Prevention](#) for the most up-to-date information.