It is strongly recommended that all businesses follow applicable covid-19-related safety guidelines from the Food and Drug Administration and the Centers for Disease Control and Prevention (CDC) publication, Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes, at https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html

Here are other recommendations that all businesses are strongly encouraged to follow:

Employers should:

- Allow employees to work from home as much as possible

- Screen all employees reporting to work for COVID-19 symptoms with the following questions:
  - Have you been in close contact with a confirmed case of COVID-19?
  - Are you experiencing a cough, shortness of breath or sore throat?
  - Have you had a fever in the last 48 hours?
  - Have you experienced new loss of taste or smell?
  - Have you experienced vomiting or diarrhea in the last 24 hours?

- Screen employees for fever:
  - Best practice: employers should take temperatures onsite with a no-touch thermometer each day upon a person’s arrival at work
  - Minimum practice: an employee may take his or her temperature before arriving. In either case, a normal temperature does not exceed 100.4 degrees Fahrenheit

- Direct any employee who exhibits COVID-19 symptoms, who answers yes to any of the screening questions or who is running a fever, to leave the premises immediately and seek medical care or COVID-19 testing or both.

- Implement workplace cleaning and disinfection practices, according to CDC guidelines, with regular sanitization of often-touched surfaces at least every two hours.

Employees

- Stay home when feeling ill, when exposed to COVID-19 (for instance, if someone at home is infected), or if diagnosed with a confirmed case of COVID-19. People who are particularly vulnerable to COVID-19, such as people 65 or older or people with heart disease, diabetes, or other chronic conditions, are encouraged to work from home.

- Increase hygiene practices: wash hands more frequently, avoid touching your face, practice good etiquette when coughing or sneezing.

- Wear a cloth face covering (not an N-95 or medical mask, which should be reserved for healthcare workers) while at work and in public to help protect against the spread of the virus.

- Abide by guidelines established by employer, which may include the use of gloves, social distancing practices in the workplace and increased sanitation.

Improve Ventilation:

As basic principles of social distancing, surface cleaning and disinfection, handwashing and other strategies of good hygiene are of the utmost importance in preventing the spread of COVID-19, ventilation in facilities should also be considered.

Consider improving the engineering controls using the building ventilation system. This may include some or all of the following activities:

- Increase ventilation rates.

- Increase the percentage of outdoor air that circulates into the system.

- Do not recirculate air.