

## SAFELY REOPEN YOUR BUSINESS AFTER COVID-19

### Habitational and Property Management

Businesses are starting to reopen, and they're doing so with the safety of their employees and customers in mind. According to the Centers for Disease Control and Prevention (CDC), COVID-19 is expected to remain a public health threat. Community containment has helped to slow the spread of this disease throughout the country, and we will need to continue to focus on these efforts. As our country slowly reinstates parts of the workforce, critical strategies need to be considered in anticipation of returning to business operations.



#### Facts

- » COVID-19 is spread mainly from person to person.
- » Increased chance of transmission when within 6 feet of an infected individual.
- » Spread through respiratory droplets produced from coughs, sneezes, or talking.
- » Respiratory droplets can be inhaled into lungs or land in mouths and noses.
- » COVID-19 can be spread by people showing no symptoms.



#### Exposures

- » Residents coming in close contact with one another in common areas such as gyms, club houses, pools, etc.
- » Maintenance personnel entering occupied units and coming in close contact with residents.
- » Property management team working in close quarters with each other.



#### What you can do on the job to stop the spread

- » Wash hands often with soap and water for 20 seconds.
- » Use hand sanitizer containing at least 60% -70% alcohol concentrations when soap and water is not available.
- » Avoiding touching your eyes, nose, and mouth with unwashed hands.
- » Avoid close contact with residents and employees.
- » Wear a cloth covering over mouth and nose.
- » Clean and disinfect touched surfaces, tools, phones, door handles, etc.



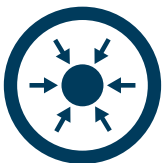
## Entering homes and properties

- » Only enter if necessary to perform job.
- » Wear mask and gloves into residence. Only take mask off after exiting the premises.
- » Wash hands immediately or use hand sanitizer containing at least 60% -70% alcohol concentrations if soap and water is not available.
- » Be mindful to limit touching surfaces. Disinfect tools immediately after use.
- » Contact resident prior to entering to make sure they are not showing any signs of the COVID-19 or any virus.
- » Ask residents to wear masks while maintenance is working in the premises.
- » Try to isolate maintenance and residents in separate areas.



## Working around other employees

- » Wear masks within close proximity to other employees.
- » Continue to wash hands and avoid touching face.
- » Clean and disinfect work area often.
- » Stay at least 6 feet apart when possible.
- » Provide staff with appropriate personal protective equipment and disinfectants.



## Common Areas

- » Follow state and local guidelines on reopening common areas such as pools, gyms, club houses, etc.
- » Do frequent checks of these areas to make sure there are no large gatherings and residents are following guidelines such as proper social distancing and wearing masks where needed.
- » Limited the number of people when able to reopen.