CDC Covid-19 guidelines for office safety

1 Temperature and symptom checks before workers enter workplaces.

2 Install transparent shields or other physical barriers where possible to separate employees, or keep desks 1.8m apart.

One of the 2,174 employees of the Los Angeles United States Postal Service plant at work amid the Covid-19 pandemic.

3 Replace high-touch communal items, such as coffee pots, water coolers, and bulk snacks, with alternatives such as pre-packaged, single-serving items.

4 Offer employees incentives to use forms of transportation that minimise close contact with others, such as offering reimbursement for commuting to work alone or single-occupancy rides.

5 Allow employees to shift their hours so they can commute during less busy times.

6 Face coverings to be worn at all times.

Source: CENTRES FOR DISEASE CONTROL AND PREVENTION   PHOTO: AFP   STRAITS TIMES GRAPHICS