Return to Work
Updating the Office

To continue preventing the spread of the coronavirus (COVID-19), offices can be designed in a way that promotes social distancing and reduces the number of multi-touch surfaces. As employers prepare for employees who will be returning to the office—consider the following practices for your office space:

Create a walk-traffic flow that discourages congestion within the office.

Encouraging employees to navigate the office in specific directions, such as counterclockwise, or creating pedestrian lanes can help prevent congestion and promote social distancing.

Increase each employee's personal space.

By ensuring workstations are 6 feet or more apart, employees can properly social distance while completing everyday duties.

Create walls and barriers between cubicles.

Discourage the spread of air particles by creating physical barriers between employees.

Update air-filtration systems.

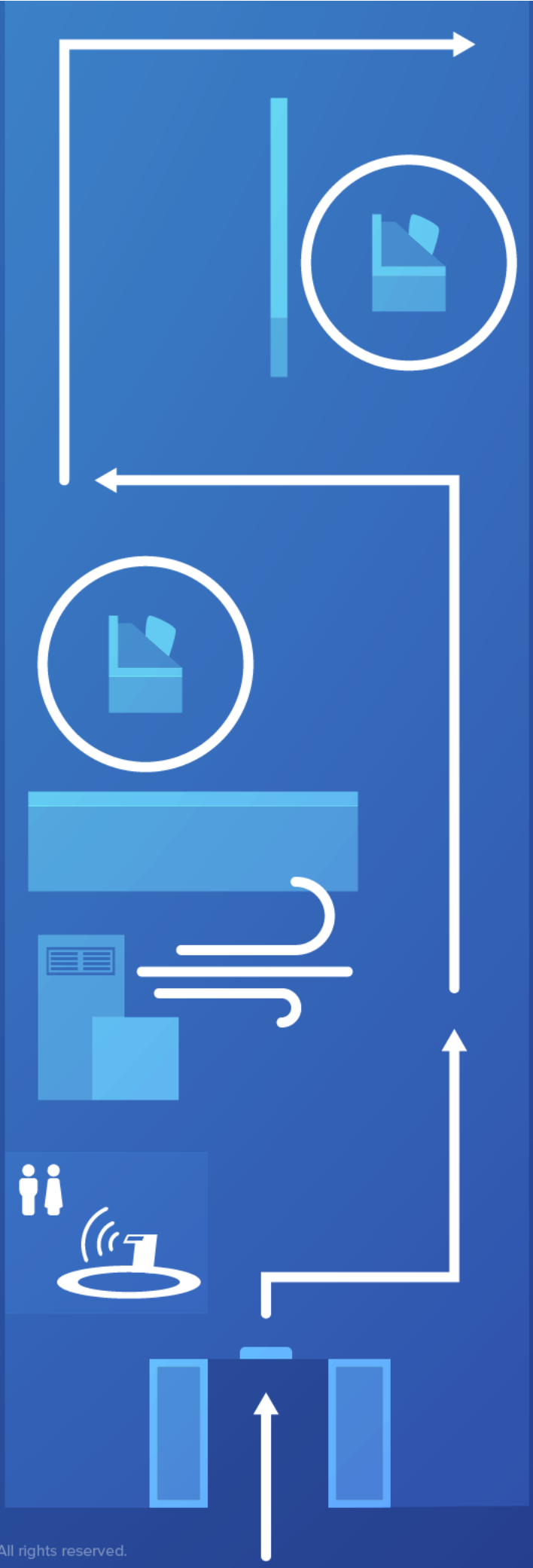
Air pollutants such as bacteria and germs can build up quickly indoors—effective air ventilation systems can flush out bad air and keep it clean.

Install no-touch soap dispensers, sinks, and paper towel dispensers in bathrooms.

According to the Centers for Disease Control and Prevention (CDC), COVID-19 can remain on hard surfaces for up to 12 hours. While employees are being encouraged to wash their hands often, installing no-touch technology can reduce the number of surfaces that are being touched by employees.

Install automatic doors.

Door handles are surfaces that are touched frequently, and automatic doors can reduce the spread of COVID-19.



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