## OPERATION HEALTHY OFFICE: MAINTAIN A HEALTHY WORK ENVIRONMENT





Consider improving the engineering controls using the building ventilation system. This may include increasing the percentage of outdoor air that circulates into the system.



Perform enhanced cleaning and disinfection after people suspected/confirmed to have COVID-19 have been in the facility.



Perform routine environmental cleaning and disinfection.



Advise employees before traveling to take additional preparations.



Take care when attending meetings and gatherings.



Support respiratory etiquette and hand hygiene for employees, customers and visitors.

Source: Centers for Disease Control and Prevention