

4 Major Ways to Working Safely As You Transition From Then to Now.

We have entered a new working environment as a result of COVID 19. While some parts of the country are still on lockdown, many workers and businesses are trying to navigate this paradigm shift. Some states have open businesses to bring life back to somewhat normalcy, but most importantly to revive the economy.

Although reviving the economy is well needed, COVID 19 has brought about changes we need to adopt. These changes impact the way we use to do things in all spectrums of life. Below I am providing 4 major ways to work safely as your business transition from then to now.

1. Identify Unsafe Practices That Need To Change

- a. Multiple passenger carpool.
- b. Gathering multiple employee.
- c. Sharing office supplies/equipment/space.
- d. Forgetting frequently to disinfect workspace.
- e. Stay home if you are not feeling well.

2. Create An Environment To Support The Change.

As you go back to your offices, maintain the standards of combating this virus put in place by CDC stating:

- a. Continue to practice social distancing while in conference rooms, break rooms and cafeterias.
- b. Have multiple face masks and gloves in your desk, car and on your persons; disposed the used ones.
- c. Continue to wear face mask in public and in situations where social distancing is not possible.

- d. Sanitize your desk, phone, computer and other digital devices. Do not share any of these devices with others.
- e. Place visible signs over high touched areas promoting the frequent washing of hands and sanitizing.
- f. Avoid handshakes and hugs. Although one can be tempted in doing so since you have not seen your colleagues for over one month. I always say, “there is no sentiment, just practicing safety.”
- g. For shared office space, ask leadership if alternative work from home options are available to avoid introducing potential bacteria and germs from other sources.
- h. Allow employees to take sick time off even paid or unpaid without doctor’s note and penalization of absence.

3. Manage The Change

“If you don’t like something change it. If you cannot change it, change your attitude” ~ Maya Angelou.

Change is not actualized if not effectively managed. How would you manage this type of change regarding working safely?

- a. Do not hesitate to hand out a pair of gloves and mask to anyone in proximity with you that do not have any. Remember, we are in this together. Doing so will minimize any potential spread.
- b. Those in leadership positions can extend WFH privileges for parents with school-age children.
- c. Internalizing emotions create fear and doubts. Business owners and/or leaders should create a positive environment for employees to share their concerns and feelings. For example, create medium of communication to share concerns anonymously.

4. Adjust to The New Environment

Change is difficult at the time it is introduced, but it is necessary. Change occurs around us daily, some are visible while others are not. Change comes to disrupt

the old way; change comes to reveal the hidden strength and greatness in us and in our society.

- a. Accept that the new normal may be permanent. Not adjusting to change may result in stress related health issues.
- b. As much as possible, maintain that good working habits before the pandemic. Good habits keep you focus and productive.
- c. Limit nervousness and anxiety by adapting to new processes and regulatory compliance.

With the Corona virus setting a new environment, businesses and schools have implemented alternative ways to continue functioning in a new norm. From elementary schools to universities, teachers are conducting lectures online. Several employers have taken measures such as implementing network infrastructures to enable employees to WFH. This adjustment, coupled with being quarantined for an undetermined amount of time, can be stressful and unhealthy.

However, we cannot be stuck and stagnant with the way things were. As we are planning to re-open businesses in the new normal, let us restart with safety by incorporating these four steps and other recommendations from experts on the road to recovery.

Regards,

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