



SAFETY CHECKLIST FOR YOUR COVID-19 RETURN-TO-WORKPLACE PLAN

As newly hired and existing employees are asked to work in person following the peak of the COVID-19 pandemic, it's important to revisit safety basics to minimize employee illness and injury in the workplace. The time employees spent at home may have affected their safety awareness. Revisit essential safety practices to help reengage your employees. Use this checklist to ensure a thorough review.

- Confirm COVID-19 protocols are in place, current and communicated to employees.
- Provide safety refresher training for employees who have critical job functions.
- Provide repeat safety orientations for employees who were hired three to six months prior to the COVID-19 pandemic and are not familiar with the workplace.
- Confirm your contractor safety program includes directives on COVID-19 exposures; the employer's and contractor's programs are current; and all required training is completed.
- After not performing a task for a period of time, our bodies need to reacclimate. Reevaluate ergonomic stressors as employees reengage in job tasks that can contribute to musculoskeletal injuries.
- Continue to schedule and conduct safety hazard recognition inspections.
- Review your fleet safety program and driver refresher training, and confirm vehicle maintenance procedures are completed.
- Confirm your supervisors are conducting detailed accident investigations and implementing corrective actions.
- Continue to report workplace injuries within 24 hours.
- Recommunicate to your supervisors the importance of returning to work and identifying job tasks to mitigate lost workdays.

Download the [Roadmap to Safety Success](#), and review the six fundamental elements that will enable your organization to stay focused and safe in the workplace and reduce workers' compensation costs.

Contact your Encova Insurance safety and loss control consultant for additional information and resources.