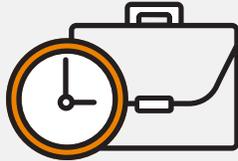


So you're an essential business—now what?

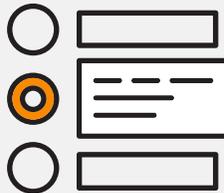


Deal with inquiries

In the event that any officials, individuals or groups inquire about why your business is open, it is critical that you are readily able to provide documents to support why your business is essential

Provide clear communications to employees

Make new protocols and necessary documents easily accessible from a single source



Follow operating protocols for physical office space

- Do not require employees to work onsite
- Take employee temperatures if needed
- Maintain and enforce social distancing
- Use proactive infection prevention steps

Create a contingency plan

- Determine how you will operate if absenteeism spikes
- Assess your essential functions and the reliance that others and the community have on your services or products



SHOOK
HARDY & BACON