Plan for assessment and ongoing refinements.

Design to implement client’s unique reentry program and new Office Protocols. These may include:

- Temperature Screening
- PPE Distribution
- Cleaning Stations
- Isolation Area
- Phased Workforce
- Food and Beverage changes
THE SPACE

• **6’ SEPARATION** – for all seating locations: open area, meeting rooms, lounges
• **BARRIERS** – clear screens, desk dividers, floor screens or curtain systems
• **12’ CLEARANCE** – at intersections and corners
• **WIDER CORRIDORS** – and consider one-way traffic
• **MULTIPLE ENTRY POINTS** – at open work areas, lounges and large rooms
• **DESIGNATED ENTRY POINTS** – entrance only and exit only
• **COLLABORATION AREAS** – redesigned now for distanced, private non-desk work
• **SOCIAL SPACES** – less staff on-site can leave more room for safe gathering
• **MEETING ROOMS** – limit occupants, modify to private spaces, wellness, or isolation room
• **GALLEY COUNTERS** – added furniture or millwork hydration stations
• **TOUCHLESS** – main entrances, restrooms, break rooms. Automatic or hardware add
• **CLEANING STATIONS** – hand sanitation stations and cleaning supply kits
• **ANTI MICROBIAL AND DURABLE FINISHES** – for high touch areas
• **UV C LIGHTING** – continual cleaning of high touch areas when unoccupied