

# Proactive Considerations for Returning to the Workplace

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April 30, 2020

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TriNet provides its clients with legally compliant HR guidance and best practices.

TriNet does not provide legal, tax or accounting advice.

Welcome!

Informing your decision

Layers of risk

Your questions

# Informing your decision



# Informing your decision

## Take control

Inform your decision with  
these elements

Consider how they interrelate  
in the context of your  
business

- Environment
- Government / Official
- Economic and Infrastructure
- Sequencing
- Communications

# Informing your decision

## Are you prepared for the next phase? **Yes!**

- You have operated with constant change
- You have been adapting through uncertainty
- You have been working in new ways

## What should you be focusing on? **Opportunity!**

- Rely on the agile behaviors you've developed or honed
- Assess all considerations and then act
- Don't be afraid to pivot

# Layers of risk

# Layers of risk

## Ways to think about more general, or environmental risks:



- Known and unknown elements
- CDC suggestions
- Best practices



# Layers of risk

## OSHA Considerations

- States may apply additional protections
- According to the OSHA general duty clause, employers are required to furnish *“employment and a place of employment...free from recognized hazards...likely to cause death or serious physical harm”*
- Personal Protective Equipment (PPE)

# Layers of risk

## Liability Considerations

- Lack of clear OSHA guidelines to use as defense / show of reasonableness
- Role of workers compensation as exclusive remedy
- Contraction of COVID-19 and transmission to family members? Other employees? Customers? Visitors?
- Use of liability waivers

# Layers of risk

## Medical Considerations



- Federal, state and local guidance
- Medical / wellness questionnaire
- Temperature reading
- Virus and antibody testing

# Your questions

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**What if I have employees who do not want to come back?**

**What do I have to do to bring someone back from furlough?**

# Your questions

**What if an employee has kids and can't return to the office because school is still closed?**

**If an employee is out because they were caring for their kids, do I have to bring them back at the same wages and hours?**

# Your questions

**Can or should I tell my older workers or other 'high risk' workers to stay home?**

**If an employee is sick and is exhibiting symptoms of COVID-19 can I tell them to go home?**



# Your questions

**What should I do about my employees who need to commute on public transport?**

**How do we deal with physical spacing in a small office?**

# Your questions

**Can I screen a job applicant for COVID 19?**

**Can I withdraw a job offer if the new employee has COVID-19 or symptoms?**

# Your questions

**Do I have to pay for masks and other PPE?**

**What about temperature screening?**

# Your questions

**What else should I be thinking about?**

# You asked for



## Templates & Guidance

- Return from furlough letter template
- Return from furlough re-onboard checklist and information

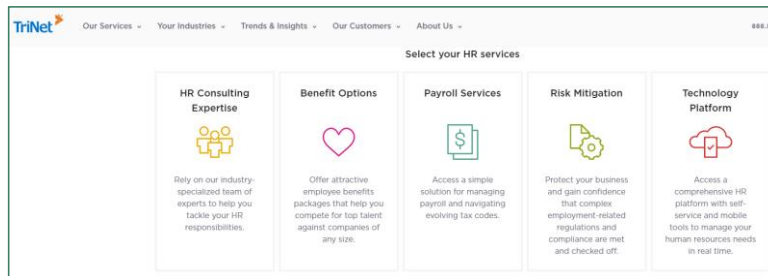
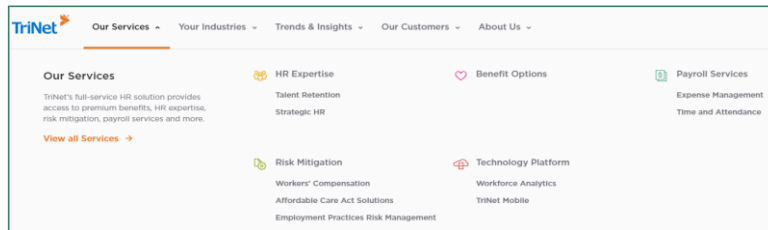
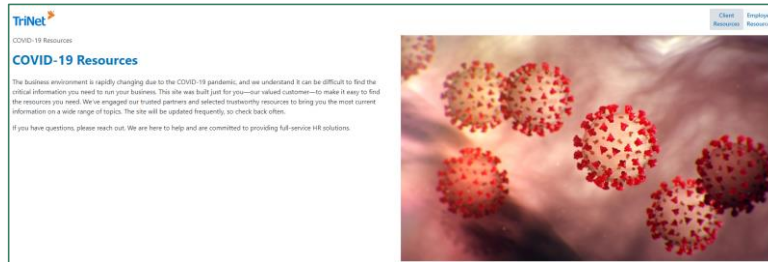
## Checklists & Posters

- Return to workplace checklist for preparing the workplace
- Poster with in-office guidelines

## Beyond Scope

- CARES Act and FFCRA Leave questions
- Liability vis a vis rental obligations and office space fit out

# Reminders and takeaways



- Visit the **Transitioning Back to Work** page in our **Client Resources site** on the TriNet platform
- Email [alex.g.warren@trinet.com](mailto:alex.g.warren@trinet.com) if you have additional questions
- Read our COVID-19 Newsletters, sent to you weekly
- Keep up to date on other webinars, blogs and events by visiting [TriNet.com](https://www.trinet.com)

# Thank you!