[Company Name]

COVID-19: Plan for Safeguards

This Plan implements measures and institutes safeguards to ensure a safe environment for our employees, customers, clients, and others and is intended to comply with the Indiana Governor’s Executive Order 20-26. This Plan may be modified from time to time as necessary. A copy of this Plan will be provided to each employee and posted publicly.

* Health Screening Process: [describe employee health screening process; i.e., employees taking temperatures before coming to work, self-certification of symptom review and close contact with positive or symptomatic individuals, employer taking temperatures, employer screening for symptomology, etc. The health screening process utilized should be appropriate to the business to ensure that employees and visitors who are positive or who may have symptoms or have been in contact with others who are positive or may have symptoms are screened to the extent possible. This may require different screening measures for different types/sizes/locations of businesses.]
* Enhanced Cleaning Disinfecting and Cleaning Protocols: [describe protocols, including regularly cleaning high-touch surfaces]
* Personal Hygiene: [describe the ability of employees, customers and clients to wash hands or take other personal hygiene measures such as use of hand sanitizer]
* Social Distancing: [describe social distancing protocols as established by the CDC, including maintaining six-foot social distancing for both employees and members of the general public when possible and/ or employing other separation measures such as wearing face coverings or using barriers]
* [add other measures or relevant information as applicable]
* [Add industry specific requirements if applicable]
* We will also continue to comply with safety and health standards established and enforced by IOSHA