



Covid - 19

Behavioral Infection Prevention

Behavioral science can be a part of your toolkit to prevent infections in your workplace. In these extremely challenging times, the behavioral experts at the Cambridge Center for Behavioral Studies (CCBS) would like to share some behavioral tips for optimizing your work environment for virus infection prevention.

Arrange Workplace Walkways

CREATE PATHWAYS that keep pedestrians at least 6 ft away from active work areas

RE-DIRECT WALKING TRAFFIC with barriers or re-route walking paths

PROTECT your space with physical barriers (like a chair) so someone can't get too close

USE STAIRS instead of lifts or hoists and **consider one-way systems**

USE FLOOR MARKINGS to ensure 6' distance is maintained between people when lining up



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As of May 14, 2020 and subject to change



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Manager Behavior

MAKE APPROPRIATE PPE AVAILABLE in multiple locations

LIMIT NUMBER OF WORKERS to maintain 6' distance at all times

MAKE TIME AT SHIFT END TO DISINFECT workstations and work areas

ENCOURAGE SICK WORKERS TO STAY HOME

CREATE ADDITIONAL PARKING SPACES

CREATE & RE-ARRANGE SHIFTS - stagger shifts, re-arrange schedules, shift hand-offs or flex workers from other areas

USE FEEDBACK to STRENGTHEN infection prevention

PROVIDE FEEDBACK on the volume of hand sanitizer used over time, if provided

CONDUCT OBSERVATIONS - If hand sanitizer is used at entrances (main, breakroom, etc) see what percentage of workers use it before entering

CHECK SANITATION SCHEDULES - Observe planned schedules for cleaning breakrooms/restrooms

YOU are the best person to figure out what works in your work environment.
These tips are mostly aimed at getting you to think about how you can re-arrange the work environment to always keep a good distance between workers, and how you can provide feedback on health behaviors without considerable investment of time.



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Keep Hands Clean

REMOVE DOOR LATCHES decreasing the amount of contact to open doors

ADD FOOT LATCHES to open doors without using handles

PROVIDE HAND CLEANING FACILITIES AT ENTRANCES & EXITS
and require all workers to wash their hands with soap & water for 20 seconds when entering/exiting

CLEAN COMMON SURFACES REGULARLY particularly during peak flow times - reception, office, controls, delivery areas, scanners, turnstiles, screens, telephones, breakroom appliances, etc.

ALLOW REGULAR BREAKS TO WASH HANDS

PROVIDE ADDED HAND-WASHING FACILITIES (pop-ups) or **PROVIDE HAND SANITIZER** (60% alcohol-based)

REGULARLY CLEAN the HAND WASHING FACILITIES

PROVIDE SUITABLE & SUFFICIENT RUBBISH BINS & ARRANGE REGULAR REMOVAL



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Food Services or Breakroom Operations

KEEP 6' BETWEEN SEATS by limiting seats per table & directing diner seating with floor markings

COVER THE SEATS NOT TO BE USED

STAGGER BREAK TIMES

ENSURE TABLES ARE CLEANED

ENCOURAGE WORKERS TO BRING THEIR OWN FOOD

REQUIRE CANTEENS TO PROVIDE TAKEAWAY SERVICE providing prepared/wrapped food only

PROVIDE boxed meals rather than buffet style

CLEARLY IDENTIFY ROOM/AREA CAPACITY AT ENTRANCE and where necessary provide attendants to supervise social distancing compliance



**MAXIMUM
ROOM
CAPACITY
PERSONS**



OSHA has published guidelines for workplaces preparing for COVID-19:

www.osha.gov/Publications/OSHA3990.pdf



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