

# DELIVERING EFFECTIVE SOLUTIONS TO PROTECT OUR OFFICE STAFF



**LeChase has enacted new processes and site modifications to keep our office workers safe as they support our construction teams.**

CASE STUDY



Having worked with its landlords to evaluate over 200 offices and site locations, LeChase continues to put safeguards in place for employees across its regions. Each person begins their day with an online health assessment to determine work eligibility. Some locations have temperature screening in place as well. Masks are mandatory in our buildings except when in a personal space that allows for social distancing. To meet those distance requirements, workstations have been arranged and plexiglass partitions have been installed to add extra barriers of protection. As needed, occupancy limits have been set for conference rooms and other spaces. In offices with enough space, open seating has been eliminated in favor of hard-walled offices.

Hand sanitizing stations and cleaning supplies are now available in common areas and cleaning protocols have been increased. In Rochester, the largest regional office, a porter is on staff all day, every day, to clean spaces and frequently touched surfaces. Some locations are also reducing "high-touch" situations by using motion-sensing soap and paper towel dispensers in restrooms and low- or no-touch cutlery dispensers in kitchen areas. Signage and protocol for wayfinding and movement have been placed in each location and provisions have been made for touchless deliveries of packages. Where needed, traffic patterns have been modified to make stairwells one-way to promote social distancing.

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