

HALT - PLAN - REFRESH 26 May 2020

## **COVID-19: Risk solution - vigilance while** rebooting operations

As leading economies around the world grapple with containing the coronanavirus disease, leaders are preparing for a future where business plans factor in this reality to reimagine growth. The silver lining is how many businesses have already initiated the transition from 'shutdown' to 'reboot'. As this gathers momentum, it is important to assess whether your facility reboot plan addresses the below aspects.



#### Reputation risk

- Risk to employee life and ability to support medical exigencies
- Negative press



#### **Penal implications**

- Non-compliance to regulatory guidelines on social distancing, safety and hygiene at offices
- Potential imprisonment
- Fines and penalties
- Potential cancellation of licences



#### **Employee health and safety**

- · Potential for alternating teams visiting office
- Prevent overcrowding of common areas
- Implement and monitor guidelines



#### **Cost rationalisation**

- Reassess transportation model to optimise cost
- Reassess and rationalise sub-contractor deployment, facility expenses (rent and allied
- Reassess infrastructure requirements



#### **Business continuity planning**

- Inability to upgrade/reset infrastructure to meet new guidelines
- Learn from current scenario and modify policies and practices
- Assess preparedness for any such future events

Our Risk Experts can help leaders PLAN and carry out a focused independent review of the above mentioned aspects to implement a robust and cost-effective facility management system while restarting operations.

#### **How Grant Thornton can help**



#### **Immediate term**

We can help you adhere to compliance requirements through independent assessment and define action plan considering industry best practices.



#### **Medium-to-long term**

We can be your strategic partner in regularly monitoring adherence with guidelines and implementing industry best practices through continuous monitoring mechanism and digital



#### Focus areas for our independent review



#### Safety and hygiene

- Regular training of employees and contractor staffs ensuring proper hand hygiene and awareness on COVID-19
- Mock drills to assess availability of sanitisers and compliance to PPE guidelines
- Review of health records accessibility and privacy of these records
- Constitution of emergency response team, TAT for response and articulation of responsibilities
- Temperature screening of employees, contract workers and visitors
- Disable biometric access and guard critical areas with additional manpower
- Premises mapping to ensure all entry and exit points are covered for scanning of individuals
- Identification of medical facilities nearby, accessibility and related corporate tie-ups
- · Sanitisation of canteen and kitchen areas
- Use of medical masks and gloves by employees/ staffs and provision of the same for guests/ visitors



#### **Social distancing**

- Comprehensive dashboarding to track adherence to social distancing across campus and locations
- Details on social distancing measures adopted by the management for facility, cars and buses



#### Commute

- Cleanliness and sanitisation process of vehicles
- Review of health records of drivers and cleaners
- Seating plan to adhere social distancing norms in company buses
- Availability of safety and hygiene kits with masks and sanitisers in company vehicles and physical inspection to ensure adherence
- Temperature screening of drivers and commuters before boarding vehicles

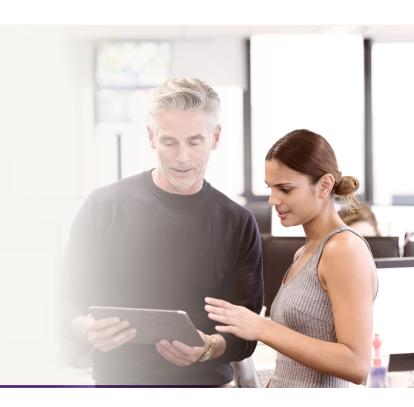
<u>Click here</u> to avail of a <u>FREE TRIAL</u> of the basic version of our COVID-19: Facility Assessment Tool to assess your facility reboot plan. Answer a few questions to download a preliminary assessment report.

# **COVID-19: Facility management checklist**

$\bigcirc$	Safety and hygiene			Security	
		Regular training of employees and contractual staff to ensure proper hand hygiene and awareness of COVID-19			Readiness for implementation of social distancing measures (six feet distance in seating) and mechanism to identify critical
		Mock drills to assess accessibility of sanitizers and compliance with PPEs			teams that must work from office Social distancing measures adopted on
		Constitution of emergency response team, TAT for response and articulation of responsibilities			premises as well as cars and buses
		Temperature screening of employees, contractual staff and visitors		Cor	mmute
		Disable bio-metric access and guard critical areas with additional manpower			Cleanliness and sanitisation process of vehicles
					Review of health records of drivers and cleaners
		Premises mapping to ensure all entry and exit points are covered for scanning of individuals			Re-arrangement of actual seating vis-à-vis the capacity to adhere to social distancing norms
		Identification of medical facilities nearby, accessibility and tie-ups			Availability of safety and hygiene kits, such as
		Sanitisation of canteen and hygiene checks at cooking facility			mask and sanitisers, in the cab, and physical verification of the cabs to ensure adherence
		On premises availability of isolation facilities			Temperature screening of drivers and commuters before boarding
		Periodicity of sanitising common areas and high contact points as well as sanitisation between shifts			
		Limit lift usage and single operator for lifts			



Grant Thornton's Business
Risk team can help you
navigate current business and
operational challenges by
drawing on years of experience
of supporting industry leaders



### For further queries, please contact:

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Click here to download the recently released Grant Thornton Halt-Plan-Refresh Guide on revisiting business priorities and plans



For more insights on the COVID-19 crisis, scan this barcode to see continuous updates on our website

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