

Employer Re-opening Guide













Key: Legal 
















Health and Safety 

Financial 
















Information 












Unemployment/Recalling Employees 

















Managing Agency	Resource Provided	Date	Web Link	Notes
	Safe Stay initiative  	May 2020	https://www.ahla.com/safestay	The Safe Stay initiative is designed to change hotel industry norms, behaviors and standards to ensure both hotel guests and employees are confident in the cleanliness and safety of hotels once travel resumes.
	Guidance for Building Operations During the COVID-19 Pandemic 	May 2020	https://www.ashrae.org/news/ashraejournal/guidance-for-building-operations-during-the-covid-19-pandemic	Guidance on building operations during the pandemic
	Getting Back to Work: Preparing Buildings for Re-Entry Amid COVID-19 	April 24, 2020	https://ncrla.help/wp-content/uploads/2020/05/BOMA_Getting-Back-to-Work-Preparing-Buildings-for-Re-Entry.pdf	
	COVID-19 Checklist for NC Employers    	May 2020	https://brookspierce.com/sites/default/files/attachments/Brooks%20Pierce%20COVID-19%20Checklist%20for%20NC%20Employers.pdf	Includes tips, recommendations and links to: financial aid, legal considerations, latest local and state-wide orders, compliance requirements, insurance considerations, leave and sick leave information, tax considerations, trimming costs, working remotely and preparing to reopen.


















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	Carolina Community Impact Covid Help 	May 2020	https://www.carolinacommunityimpact.org/	Provides access to credit building and asset building techniques for individuals and small businesses. Also provides financial education and loans to recipients.
	COVID-19 Updates   	May 2020	https://carolinasmallbusiness.org/initiatives/covid-19-updates/	Covid related loan/financial relief resources, data on Covid's impact to business, and links to other state and federal partner resources. Also includes good information on managing and operating your business under COVID restrictions, employee health and wellness guides
	Raleigh Small Business COVID-19 Relief Funds 	Closes May 21, 2020	https://carolinasmallbusiness.org/initiatives/raleigh-covid19/	Closes May 21st The City of Raleigh government has partnered with Carolina Small Business Development Fund (CSBDF) to provide grant funds for qualifying small businesses that have been adversely impacted by the pandemic.
	General Business Frequently Asked Questions 	May 03, 2020	https://www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html	These FAQs build on the Interim Guidance for Businesses and Employers and Guidance for Critical Infrastructure Workers. These FAQs are not intended for healthcare facilities; CDC has provided separate Guidance for Healthcare Settings
	Interim Guidance for Businesses and Employers  	May 2020	https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html	This interim guidance is based on what is currently known about the coronavirus disease 2019
	Opening America Again Guidelines 	May 2020	https://www.whitehouse.gov/openingamerica/	President Trump has unveiled Guidelines for Opening Up America Again, a three-phased approach based on the advice of public health experts. These steps will help state and local officials when reopening their economies, getting people back to work, and continuing to protect American lives.


















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	Reopening Guidance 	May 2020	https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html	Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes
	How-to Guide for Reopening Workplaces  	April 22, 2020	https://www.cushmanwakefield.com/en/news/2020/04/how-to-guide-for-reopening-workplaces-released	
	Recovery Readiness: A How-To Guide for Reopening Your Workplace  	May 2020	https://ncrla.help/wp-content/uploads/2020/05/CushmanWakefield_Recovery_Readiness_How_to_Guide_1.0_v2.pdf	
	Six Feet Office 	April 08, 2020	http://ir.cushmanwakefield.com/news/press-release-details/2020/Cushman--Wakefield-Announces-Creation-of-Recovery-Readiness-Task-Force-to-Prepare-Businesses-for-Post-COVID-19-Recovery/default.aspx	A plan to create office space with the 6' rule social distancing criteria in mind
	Food Service Guidance for Reopening  	April 2020	https://ncrla.help/wp-content/uploads/2020/05/EcolabGuidanceforResumingOperations-Foodservice5579004000420-2.pdf	Cleaning and disinfection guidance for foodservice operations to safeguard employees and guests against COVID-19
	Hospitality Reopening Checklist  	May 2020	https://ncrla.help/wp-content/uploads/2020/05/EcolabManager-ChecklistReopeningHospitality5576704000420-1.pdf	General manager checklist to prepare your hotel to safely and successfully resume operations
















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	Operational Readiness: Food Service Reopening Checklist  	May 2020	https://ncrla.help/wp-content/uploads/2020/05/EcolabManager-ChecklistReopeningFoodservice5577804000420-1.pdf	General manager checklist to prepare your establishment to safely and successfully resume operations.
	Reopening Guidelines for Hotels  	April 2020	https://ncrla.help/wp-content/uploads/2020/05/EcolabGuidanceforResumingOperations-Hospitality5576504000420-2.pdf	
	North Carolina Business Reopening Resources – Covid-19    	May 2020	https://edpnc.com/covid-19-resources/ https://edpnc.com/wp-content/uploads/2020/05/EDPNC-COVID-19-Related-Resources-for-Businesses-Preparing-to-Reopen-V4-1.pdf	Links to information on resources for business, a resource guide for preparing to re-open, loan and grant information, policy guidance impacting business and employees and starting a new business during COVID-19Also includes information on supply chain issues and businesses pivoting to make PPE
	Disinfectants for Use Against SARS-CoV-2 	May 14, 2020	https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2	List of products that meet the EPA's criteria for use in the workplace against COVID-19. Also includes FAQ list on related topics
	FDA information translations 	May 2020	https://www.fda.gov/food/food-safety-during-emergencies/best-practices-retail-food-stores-restaurants-and-food-pick-updelivery-services-during-covid-19#translations	














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	Food Safety and the Coronavirus Disease 2019 FAQs 	May 2020	https://www.fda.gov/food/food-safety-during-emergencies/food-safety-and-coronavirus-disease-2019-covid-19	
	Food Safety Checklist 	May 2020	https://www.fda.gov/food/food-safety-during-emergencies/best-practices-re-opening-retail-food-establishments-during-covid-19-pandemic	Best practices for reopening retail food establishments during the COVID-19 pandemic. Includes detailed links to other related sources of information for food safety
	NC Covid-19 Resources 	May 2020	https://www.goldenleaf.org/covid-19/	Provides extensive links to resources and guides for: rural communities / businesses; individual resources; non-profit resources; business resources; farmer resources. Links are to state and federal sites; non-profit partners and other related agencies
 	North Carolina COVID-19 Rapid Recovery for Small Businesses 	May 2020	https://ncrapidrecovery.org/	Link to an innovative recovery lending program to help support small business and entrepreneurs. Working in partnership with the Golden LEAF Foundation to provide rapid recovery resources for small business in the form of loans
	Back-to-Work Protocol for Manufacturers after COVID-19 	May 04, 2020	https://www.industryweek.com/covid19/article/21130407/backtowork-protocol-for-manufacturers-postcovid19	Operational Readiness Checklist to promote effective health and safety practices when your business re-opens.













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	IPDC “Back to Work” Webinar Recording and Resources 	May 07, 2020	https://regionc.org/covid19resources/covid-19-re-opening-resources/	This webinar featured Ruth Krystopolski of Atrium Health, Josh Carpenter of EDPNC, Freddie Killough of Marion Business Association, William Kehler of McDowell Emergency Services, and Steve Garrison Rutherford County Manager. This link includes resources mentioned in the webinar.
	Featured COVID-19 Resources   	May 2020	https://www.littler.com/coronavirus	
	Obtaining PPE 	April 27, 2020	https://www.manufacturednc.com/news	Provides a form to request PPE supplies
	Back to Business Toolkit  	May 2020	https://drive.google.com/file/d/1Hc_uRF2IAF-7cYSnJplPSOfSjQpKIML6/view	
	Emergency Resources  	May 2020	https://hometownmarion.com/emergency-resources/	Information compiled to assist local businesses impacted by the COVID-19 outbreak
	COVID-19 Loans 	May 2020	https://www.mountainbizworks.org/coronavirus/covid-19-loans/	A list of Covid-19 lending programs available in North Carolina
















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	State by State Summary of Actions Addressing Reopening  	Updated Daily	https://www.nga.org/coronavirus/#reopen	Detailed information and links on reopening considerations
	Covid-19 Reopening Guidance for Restaurants  	April 22, 2020	https://drive.google.com/file/d/1Q0TDvWxjV75ouzoKablgeCGZXx67002/view	
	Operation Open Doors Checklist  	May 2020	https://hometownmarion.com/wp-content/uploads/2020/04/Marion-Open-Doors-Checklist.pdf	A checklist for retailers to consider as they being to reopen
	Retail Reopening Blueprint  	May 2020	https://drive.google.com/file/d/1E-ctyHjyWXRcXok7KOJ_t2y_hxnHDs_gp/view	
	Answers at 8 > M-W-F Call-In for NC Employers    	May 20, 2020 8:00 AM - 8:45 AM May 22, 2020 8:00 AM - 8:45 AM	https://register.gotowebinar.com/register/3649651133188256267	Designed for CAI Members. Open to all. Every Monday, Wednesday, and Friday at 8am, CAI's Head of Member Impact, Molly Hegeman, will host a webinar—open to all NC employers—addressing the COVID-19-related topics they care about most. Molly and her special guests will help you understand the most pressing issues facing your employees and organization, as well as answer questions from attendees in real time. Send your questions prior to the session to Covid-19@capital.org, or add them to the Questions section during the broadcast.













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	COVID-19: Reopening Best Practices for Businesses Webinar  	May 14, 2020	https://youtu.be/JyF7zihmg34	Join Michael McKnight, employment law expert and shareholder at Ogletree Deakins, and Veronica Bryant, Environmental Health (EH) preparedness and outbreak coordinator for the NC Division of Public Health, for reopening best practices. This presentation will cover liability traps to avoid as businesses relaunch in the new environment, including employee health and safety issues, leave laws, retaliation concerns, and best practices to minimize risk in these areas. Also discussed will be the proper disinfecting procedures, social distancing recommendations, hand hygiene, and other best practices as we move to reopen.
	North Carolina's Road to Reopening: Aligning Health Policy and Business  	April 30, 2020	https://ncchamber.com/north-carolinas-road-to-reopening-aligning-health-policy-and-business/	On April 30, the NC Chamber facilitated a critical conversation with Dale Jenkins, CEO of Curi and former chair of the NC Chamber, and Dr. Mark McClellan, Director of the Duke-Margolis Center for Health Policy. They discussed why the best approach to a safe, smart reopening and successful path forward in a COVID-19 world is public-private sector collaboration.
	People Are Priority: Preparing Your Business for the Road Forward   	May 2020	https://ncchamber.com/people-are-priority-preparing-your-business-for-the-road-forward/	
	Relaunching North Carolina Guidance 	May 2020	https://ncchamber.com/wp-content/uploads/Relaunching-North-Carolina-1.pdf	The first section, The Way Forward: Distinguishing North Carolina, covers the principles the business community believes should guide North Carolina leaders in finding an initial path to statewide recovery. The second section, Business Continuity: 2020 and Beyond, takes a longer view, outlining the steps needed to take to create a more resilient disaster preparedness and recovery strategy for future crises
  	Weekly Call with NCDHHS and AHEC  	Wednesdays at 11:30 AM EDT	https://ncchamber.com/weekly-calls-with-ncdhhs-and-ahec/	The NC Department of Health and Human Services' Division of Public Health (DPH) and NC AHEC will hold weekly forums for the NC business community. The forums will enable members of the business community to obtain timely information on COVID-19 and to pose questions directly to public health subject matter experts. During the forums, subject matter experts from DPH will provide a quick update on any new developments and will then respond to questions received or information requested before the forum.








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	Covid-19 Response  	May 2020	https://www.nccommunitycolleges.edu/covid-19-response	Information for students, faculty and colleges on how the NC Community College System is being impacted by COVID-19. Site also has information for students in need, referral sites to free resources, many Q&A references and other educational assistance
 NC DEPARTMENT OF HEALTH AND HUMAN SERVICES	FAQs on the modified stay at home order  	May 05, 2020	https://files.nc.gov/governor/documents/files/FAQs-for-Phase-1-EO-FINAL.pdf	Effective 5 p.m. Friday, May 8, 2020, North Carolina has move into Phase 1 of the plan. The Stay at Home Order remains in place with some modifications. Here is a list of frequently asked questions pertaining to the new modifications.
	Info on workers' rights 	May 2020	https://www.ncjustice.org/publications/your-employment-and-covid-19/	FAQs on going back to work
 NC Restaurant & Lodging Association	Guidance on Best Practices for Restaurant and Foodservice Operators:  	May 2020	https://ncrla.help/wp-content/uploads/2020/04/Guidance-on-Best-Practices-for-Restaurant-and-Foodservice-Operatorsv2.pdf	Preparing for When North Carolina Begins to Reopen from COVID-19 Stay-at-Home Orders
 Industry Expansion Solutions	Coronavirus Response 	May 2020	https://www.ncsu.edu/coronavirus/	Link to NC State website outlining their current operations and impact of COVID-19 on their facilities. Includes Q&A for students, staff and faculty and associated resource links on campus and for off campus solutions
 Industry Expansion Solutions	Pandemic Influenza and Workplace Preparedness Course 	None scheduled as of May 20, 2020	https://www.ies.ncsu.edu/courses/osha-7210/	This course describes the recognition of hazards and risks associated with a pandemic influenza event and introduces strategies to assist a business, community, or family with realistic preparation for a pandemic event to assure business continuity and employee safety. Information will be provided on strategies that can be used to control the spread of the virus, minimize exposure to employees and family, and offer resources available from OSHA and other government agencies.

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	Executive Order No. 138 	May 05, 2020	https://files.nc.gov/governor/documents/files/EO138-Phase-1.pdf	The Governor's Executive Order that eases restrictions on travel, business operations, and mass gatherings: Phase 1
	North Carolina COVID-19 Response 	May 2020	https://www.nc.gov/covid19	Link to the NC.GOV COVID-19 response page
	Returning to Work 	May 2020	https://des.nc.gov/need-help/covid-19-information/returning-work	"Refusing to return to work when your employer calls you back typically makes you ineligible to receive unemployment benefits" Good cause to refuse: 1. You've been diagnosed with COVID-19 2. A member of your household has been diagnosed with COVID-19 3. You are at risk of severe illness from COVID-19 4. You are the primary caregiver of a child who is unable to attend school that is closed as a result of COVID-19 5. You are unable to reach your place of employment as a result of COVID-19 6. In order to comply with any governmental order regarding travel 7. You believe there is a risk to your health and safety due to a risk of exposure to COVID-19 at your employer's place of business.
	Staying Ahead of the Curve 	May 2020	https://files.nc.gov/governor/documents/files/NC-3-PHASE-PLAN.pdf	How has NC done with the COVID-19 Pandemic? Where are we at now? What will the three phases look like? Governor's presentation on how we have handled this Pandemic and where to go from here.
	What's New in Phase 1? 	May 08, 2020	https://files.nc.gov/governor/documents/files/Phase-1-Side-by-Side.pdf	For Spanish: https://files.nc.gov/ncdhhs/documents/files/covid-19/Phase1_SPA.png
	Preparing workplaces for COVID-19 Checklist  	May 2020	https://www.osha.gov/Publications/OSHA3990.pdf	Detailed information on preparing the workplace for COVID-19

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	COVID-19 SBA Support for the Small Business Owner Webinar  	April 22, 2020	https://vimeo.com/410696339	
	Financial Solutions for Wake County Child Care Providers Webinar  	April 15, 2020	https://vimeo.com/408162557/84e4c76efa	
	NC Unemployment Benefits for Business Owners Webinar 	April 29, 2020	https://vimeo.com/413347029	
	Raleigh COVID-19 Small Business Relief Fund Webinar 	May 06, 2020	https://vimeo.com/415980585	Also available En Español https://us02web.zoom.us/rec/play/tZF-Juitpm03HdbHswSDVP55W9S9LamshiFMq_NbmU-8UnRXMXzb7sRZuISn2SKtUzHCJn-YkoofGyf
	Raleigh Small Business Insights 	May 2020	https://charteruc.webex.com/recording/service/sites/charteruc/recording/playback/25752740c0a041c5a279d4b58f3dd65b	Insights from Raleigh Businesses and the Loan Process Webinar Use password Insights1 to access the recording.

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	Raleigh Stands Up Funds for Small Businesses 	April 23, 2020	https://raleighnc.gov/news/2020-04-23-raleigh-stands-funds-small-businesses	Information on Relief Funds for small businesses
	Solutions for Business Tenants and Landlords Webinar 	May 2020	https://charteruc.webex.com/recording/service/sites/charteruc/recording/play/a436c5b307ef49dbad972da99f7dcd21	
	Webinars 	Next webinar: May 20, 2020	https://www.reacpa.com/service/covid-19-resource-center/covid-19-webinar-series/	This is a large, interesting list of free webinars on getting back to work after COVID-19, but it's not specific to NC. You'll have to fill out a form to access the content.
	Coronavirus: Small Business Guidance & Loan Resources    	May 2020	https://www.sba.gov/page/coronavirus-covid-19-small-business-guidance-loan-resources	Information and links to Coronavirus funding options, guidance to businesses and employers on operating during the pandemic, preparedness plans, exporting assistance and government contracting assistance. Provides information in languages other than English.
	Consolidated list of links   	May 2020	http://www.sbtcd.org/coronavirus/ http://www.sbtcd.org/coronavirus/business-toolkit.html	Site has extensive information about grant and loan resources, eligibility information, other legal guidance; guidance to individuals on un-employment information, FMLA, sick leave, and related information; business assistance counseling, guidance on operating during the pandemic; general resource information to include making PPE; FAQs; business toolkit

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	Reopening Youth Programs and Camps During the Covid-19 Pandemic 	May 2020	http://www.sbtcd.org/coronavirus/documents/CD-C-Reopening.pdf	The purpose of this tool is to assist directors or administrators in making decisions regarding youth programs and camps during the COVID-19 pandemic. It is important to check with state and local health officials and other partners to determine the most appropriate actions.
	Tips to Prepare for Reopening 	May 2020	http://www.sbtcd.org/coronavirus/documents/Article%203_Reopening.pdf	Infographic on tips for reopening
	Guidance on all things related to employees SHRM Back to Work Checklist   	May 08, 2020	https://www.shrm.org/resourcesandtools/pages/cmmunicable-diseases.aspx https://www.floridabar.org/the-florida-bar-news/thinking-about-going-back-to-the-office-check-out-shrms-covid-19-back-to-work-checklist/	Includes articles and guidance on working with employees that do not want to return to work, FAQs, links to other resources and COVID related information to protect the workforce SHRM Back to Work Checklist provided by the Florida Bar Association
	Supply Connector 	May 2020	https://supplyconnector.org/	Manufacturers and material suppliers are pivoting to meet the needs of essential providers during the COVID-19 crisis. This is a directory designed to connect those who can supply materials and manufacture finished goods with those who need them most.
 <small>U.S. Chamber of Commerce Standing Up for American Enterprise</small>	National Small Business Town Hall Fridays at Noon EDT 	May 2020	https://events.inc.com/nationaltownhallevents-8?cid=aff121:633:s00:Townhall5_USCCGrow&utm_source=affiliate&utm_medium=uschamberofcommerce&utm_campaign=aff121:633:s00:Townhall5_USCCGrow	Where can small-business owners turn for additional help? How should companies operate in this low-cash environment? And how and when should businesses plan for a return to work? Join us and the U.S. Chamber of Commerce for this urgent conversation to help guide business owners through the resources available to them.

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	Opening Workplaces   	May 2020	https://openingworkplaces.ideascale.com/	Participate in a national dialogue and view ideas from across the United States on re-opening businesses in America. Website is hosted by USDOL and other federal agencies. It also contains other resources from multiple sites COVID related
	Restaurant Reopening Blueprint  	May 2020	https://ncrla.help/wp-content/uploads/2020/05/Reopening_Blueprint_US-Foods_5.7.pdf	