HR Policies and Practices Checklist

☐ Consider industry-specific safety requirements and suggestions from the CDC, OSHA, EEOC and local and state government.

☐ Fill out the Michigan COVID-19 Preparedness and Response Plan to use as a reference for employees, customers and other contacts.

☐ Extend working from home if possible.

☐ Refer to the ADA and EEOC regulations if certain employees need accommodations.

☐ Understand the Families First Coronavirus Response Act — see Appendix.

☐ Have some common goals and a mission all employees can work on together.

☐ Get feedback on your organization’s COVID-19 response by conducting employee and customer surveys.