

BRAZOS COUNTY RE-OPENING TO THE PUBLIC

Return to Work Guidelines

- **County Buildings will re-open to the public June 1, 2020.**

- **Courthouse:**
 - Face Coverings are **required** by the public and employees in all common areas.
 - Each Elected Official may require the use of face coverings in their courtroom and/or office areas.
 - Temperature checks will be administered at the discretion of the Elected Official.
 - Hand sanitizer stations will be provided as available in high traffic areas.

- **All other County Buildings:**
 - Employees are strongly encouraged to wear face coverings in common areas.
 - Temperature checks are strongly encouraged for all employees prior to reporting to work each day.
 - Hand sanitizer stations will be provided as available.

- **All County Buildings**
 - Viewing the Brazos County Return to Work Training Video is required for all employees to return to work.
 - Employees who are experiencing symptoms should stay home, notify their supervisor and contact their Primary Care Provider for guidance.
 - Social distancing (6 ft) shall be maintained by all employees.
 - Personal Protective Equipment and supplies has been provided to all departments and employees through their Elected Official, Department Head, or their designee.
 - Office and common areas, such as break rooms and copy rooms, will be maintained and cleaned by the department daily.
 - Things to regularly clean include door handles, microwave keypads, refrigerator door handles, cabinets handles, counter tops, copy machine keypad/touch screen, phones, keyboards, etc.
 - Employees should not share office phones, headsets, or computer equipment. If multiple employees need to use the same equipment or share surfaces, they should be wiped down prior to the next employee using them.
 - Employees who are at higher risk for severe illness from COVID-19 (those over age 65 and those with underlying medical conditions such as, but not limited to, chronic lung disease, moderate to severe asthma, hypertension, severe heart conditions, weakened immunity, severe obesity, diabetes, liver disease, and chronic kidney disease that requires dialysis) or who have child care concerns should contact their supervisor and/or Human Resources at 361-4181 for additional guidance.

For questions or concerns contact:

Human Resources at 361-4181 or Risk Management at 361-4246