



**YOUNTS**  
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# COVID-19 WORKPLACE TOOLKIT

COVID-19 is now a global pandemic and employers across the country must determine what measures to take to keep employees safe and comply with the law.

**We are here to help!**

## PROTECTION BEYOND INSURANCE

At SIA Group, we want to be sure you have access to the most up-to-date Covid-19 resources available. For this reason, we have been working to create a comprehensive informational toolkit designed to support you and your company during this challenging time.

Clients participating in our Company Wellness Program will receive complimentary access to this toolkit, along with personalized guidance from their dedicated Client Services Consultant.

**Not participating yet?** Reach out to us at [consulting@siagroup.com](mailto:consulting@siagroup.com) or contact your Risk Advisor to get started and begin receiving these valuable resources today!

## THE TOOLKIT INCLUDES:

- Work from Home Agreement
- FFCRA Employer Guide
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- Telecommuting Policy
- Telecommuting Checklist
- Sample Employee Communication
- DOL Employee Rights Notice
- FAQ Database
- CDC Employer Recommendations
- Emergency Paid Sick Leave Request Form
- Essential Business or Operations Letter
- Sample Emergency Family and Medical Leave Policy
- Sample Emergency Paid Sick Leave Policy
- Pandemic Response Samples
- How COVID-19 Interacts with Insurance
- EEOC Guidance
- Communicable Disease Policies
- FMLA Emergency Leave Request Form