

FACT SHEET

Coronavirus (COVID-19): returning to the workplace guide

Following the Government's latest advice issued on 10th May certain workers are being encouraged to return to work (where it is not possible for them to work from home). The current Coronavirus Job Retention Scheme (commonly known as the furlough scheme) is currently due to end on 30 June with new measures, including a possible extension until September with a reduced payment of 60% due to be announced shortly.

As the timing and nature of any relaxation of restrictions is uncertain, it would be sensible for businesses to consider all the options and have the capability to move quickly from one scenario to another. Employers need to plan now for what is likely to be staged return to the workplace over what could be prolonged periods. Their guiding principle should be how organisations take care of their people and safeguard their health and well-being.

Many people will be concerned and anxious about being in workplaces or travelling to workplaces. They will want to know that their organisation is retaining their support for physical and mental health and are changing their thinking about flexible and remote working. This should be at the heart of any decisions and plans that organisations make.

It is important that all employers ensure the workplace is set up to enable social distancing between employees. PPE should be made available where necessary and face masks recommended in communal areas where social distancing cannot be adhered to. The Government has suggested that businesses will be 'spot checked' to ensure these measures are in place. Before allowing staff to return to the workplace it is vital for their safety and your business that all reasonable actions have been taken to comply with regulations and recommendations to safeguard your staff.

The CIPD have produced a full guide on Returning to the Workplace

They recommend a people first approach, stressing the need to move gradually and learn as we go, and to be led by good principles and evidence of what is working. Flexibility, fairness, openness and collaboration will be critical principles in ensuring trust is maintained.

[The document can be downloaded here.](#)

The guide is being regularly updated by the CIPD in line with the latest Government advice and to view the latest please visit:

<https://www.cipd.co.uk/knowledge/fundamentals/emp-law/employees/workplace-guide-returning-after-coronavirus>

Fact Sheet

**Fork Lift Truck
Association**

The information in this Fact Sheet has been assembled and interpreted to give truck owners and users basic guidance on frequently asked questions. Further important information will be given in the quoted reference documents. Responsibility for meeting the safety obligations discussed rests with the employer, and the FLTA will not accept liability for any problem arising as a result of the content of this document. Technical Bulletins, containing more detailed information and updated as appropriate, are made available free to members of the FLTA SAFE USER GROUP.

Fork Lift Truck Association, 34B Kingfisher Court, Hambridge Road, Newbury, Berkshire, RG14 5SJ
Tel: 01635 277577 | Fax: 01635 277579 | mail@fork-truck.org.uk | www.fork-truck.org.uk