JLL has identified three key pillars to re-entry: (re)activate space, (re)spect health & wellness and (re)vitalize property and workplace operations.

Here are seven areas to proactively address to (re)activate our office space:

**Consider objective re-entry triggers**
- What are the government mandates around re-opening and occupancy?
- Are building and tenant spaces safe and equipped for reuse?
- Is there an established employee return to work plan confirmed?
- Are protocols prepared for re-closing?

**Stagger return to office**
- Identify who will return to the office in the near term, realizing that some employees may require extended remote work due to underlying personal factors, transit challenges and school closures
- If possible, create shifts based on social distancing in the workplace
- When restructuring the number of shifts, think about company headcounts and space capacity
- Maintain separation between teams returning to the office

**Implement new behaviors**
- Communicate new protocols around cleanliness and gathering in common areas, as well as return to work timing and scenarios
- Impose proper travel restrictions on early returns
Rethink office configurations

• Redraw floorplans and reconfigure furniture, considering that some changes may be required by new government mandates

• Incorporate more touchless technologies for restrooms and trash receptacles

• Define cleaning and transition protocols for any shared workspaces

• Consider re-purposing underutilized spaces

• Limit any desk sharing in the near term

Leverage technology

• Assess existing building technology that could help in providing and monitoring access and occupancy

• Consider new products in areas such as support for remote work, health screening robotics or touchless technology

Spatial distancing strategies

• Limit on-site meetings and establish clear guidelines

• Use videoconferencing and other virtual meeting technologies

• If holding in-person meetings, limit the number of attendees and maintain social distancing

• Plan for and manage congestion in common areas like elevator banks, cafeterias and gyms

Limit common area and amenity access

• Limit occupancy using clear guidelines and shifts

• Manage higher demand and sanitation for microwaves and other equipment

• Encourage workers to bring food to the office or have lunch delivered in prepackaged containers to eliminate trips outside the office

• Limit congregation in any communal spaces, such as cafeterias, lounges and fitness centers

For more information, talk to a JLL professional

Contact us to learn how we can help navigate (re)entry to ensure your your workplace, your assets and your people are ready for the next normal.