

6 WAYS TO REDUCE EMPLOYEE ANXIETY DURING A CRISIS

Manufacturing workers are at the frontlines of the COVID-19 response efforts. But many MLC members say their employees have reported fears about continuing to work. These are some ways those companies have addressed those fears. These items are not guidance from the MLC or the NAM, but they are examples of what manufacturing companies report they are doing.

01

COMMUNICATE

- At least daily
- Make communication department or role-specific
- Communicate key points concisely
- Ensure that your tone is clear, consistent and direct



02

SHARE EXPECTATIONS

- Communicate any on-site PPE requirements
- Develop and share work from home protocols
- Clearly communicate any changes to attendance policy
- State expectations for employee participation in screening measures such as temperature checks or self-reported exposure



03

FLEX THE RULES

- Stagger shift start times
- Advance PTO days
- Add flexibility to attendance policies



04

SEEK INPUT

- Create an e-mail suggestion box for employees to make comments
- Check in with employees frequently to ask about their well-being



05

SHOW VISIBLE SIGNS OF CARE

- Increase facility cleaning frequency
- Hang signs in meeting rooms, break rooms, etc. that state the maximum number of people allowed
- Add physical barriers to separate workers, if possible



06

CREATE AN INFO CENTER

- Create a resource website for your team and their families
- Include information about available health, wellness, and/or financial resources



For more information on the developing COVID-19 situation, visit nam.org/coronavirus.

Please note that these are intended as a helpful reference point and this is not legal advice. We still recommend consulting with your appropriate regulators and key stakeholders, including legal counsel, before deciding on how to best proceed with your company's operations. These are simply "examples of what others are doing" not guidance from the MLC and NAM.

