

Town of Brookline COVID-19 Safety Protocols and Information

What we are doing to keep you safe!

- Frequent cleanings and sanitizing
- Access to hand sanitizer and PPE supplies throughout workplace
- Installation of plexiglass in public facing areas and between workstations, where applicable
- Face mask and COVID-19 Self Certification protocol*
- Staggered shifts, alternate work schedules, and work from home options where job role permits
- Continued access to employee assistance. **You are strongest when you ask for help!**-
Mass4You 1 (844)-263-1982.

*Please see Town of Brookline reopen strategy for further details on protocols.



What to do if you feel sick?

At Home

1. Do not come to work
2. Notify your supervisor
3. Seek medical attention / applicable testing
4. Contact Human Resources at (617) 308-5505

At Work

1. Immediately leave worksite
2. Notify your supervisor
3. Seek medical attention / applicable testing
4. Contact Human Resources at (617) 308-5505



Employees may NOT RETURN TO THE WORKPLACE until cleared by a medical professional and reviewed by Brookline Dept. of Public Health. HR will coordinate this process.

What you can do to help!

- Wash your hands and watch your distance
- Moving around? Mask up!
- Going to another department? Call ahead!
- Cough or sneeze into your bent elbow or a tissue
- Avoid touching your face



Family First Coronavirus Response Act (FFCRA)

Under FFCRA, employees are entitled to two weeks of paid sick leave if they meet one of the qualifying reasons. Please visit <https://www.dol.gov/agencies/whd/pandemic/ffcra-employee-paid-leave> for details on qualifications.



Questions? Call HR at (617) 308-5505