

COVID-19

SHRI - ADVISORY TO HR COMMUNITY POST CIRCUIT BREAKER - WFH AS A DEFAULT



Dear HR Colleagues and HR Community,

We hope you are well. We have been keeping busy and doing our best to be compliant to the government's directives during the Circuit Breaker period at SHRI. We have also been engaging the community with many webinars which were attended by many of you and we are heartened to know that these Webinars have been helpful to you.

As the circuit breaker gets lifted on 2 June 2020 and Singapore embarks on a three-phased approach to resume activities safely, SHRI would like to urge you to work with your organisation to implement and adhere to the government's advisory.

A few important guidelines to note:

- Only organisations listed in Phase One may resume operations and these organisations have to adhere to "Safe Management Measures" as they resume operations.
- Working from home must be the default mode of working (including companies resuming operations in Phase One). Employees who have been working from home so far must continue to do so, and go to the office only where there is no alternative.
- For job roles or functions where employees cannot work from home, employers must ensure precautions such as stagger work and break hours/ shift or split team arrangements are in place prior to resuming operations.
- Minimise socialising at workplace.
- Wear masks at the workplace.
- Observing good personal hygiene.

Full guidelines can be found here:

<https://www.mom.gov.sg/covid-19/requirements-for-safe-management-measures>

Last Friday, we also conducted a "Returning to Workplace - Post Circuit Breaker" Webinar and several questions pertaining to return to work came out of it. For those who had missed the Webinar, you may find the slides here and a compilation of COVID-19 resources list which you may find useful.

Lastly, agencies including MOM, Building and Construction Authority (BCA) and Enterprise Singapore (ESG) will step up enforcement and take action against errant employers. These may include issuing stop-work orders and financial penalties. We urge the HR Colleagues and Community to reinforce the importance of the above to your organisation as you plan for "Returning to Workplace". Together, we will be able to overcome this and form a strong and safe workplace.

Yours sincerely,
Alvin Goh
Executive Director
SHRI