



RETURNING TO THE WORKPLACE

# Problem-Solving Product Suggestions

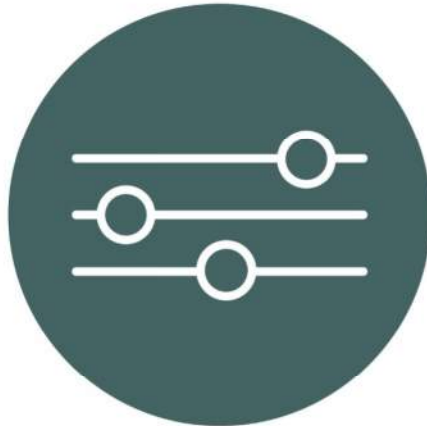
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## The Post-COVID-19 Workplace



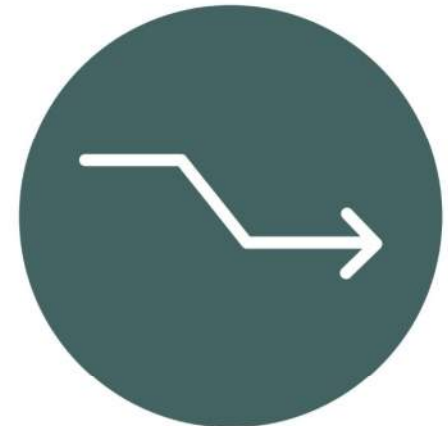
People First—Always



More Tweaks Than Changes



Keep it Clean with Good Hygiene



Existing/Modified and Future

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## Best Practices: People

- Consider the feelings, concerns and stresses each employee has returning to the workplace.
- Monitor and limit the number of employees in the office.
- Encourage communication on who will be working where on any given day.



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## Best Practices: Place

**CDC and WHO guidelines should govern decision and policies regarding return to the workplace.**

- The workplace is kept safe by the people who use it.
- Implement and communicate CDC recommendations on personal hygiene in the workplace.



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## Re-Entry Objectives



Keep People Safe



Keep People Productive



Do it Sustainably



Together We Learn and Share

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## Screens: Reality Check

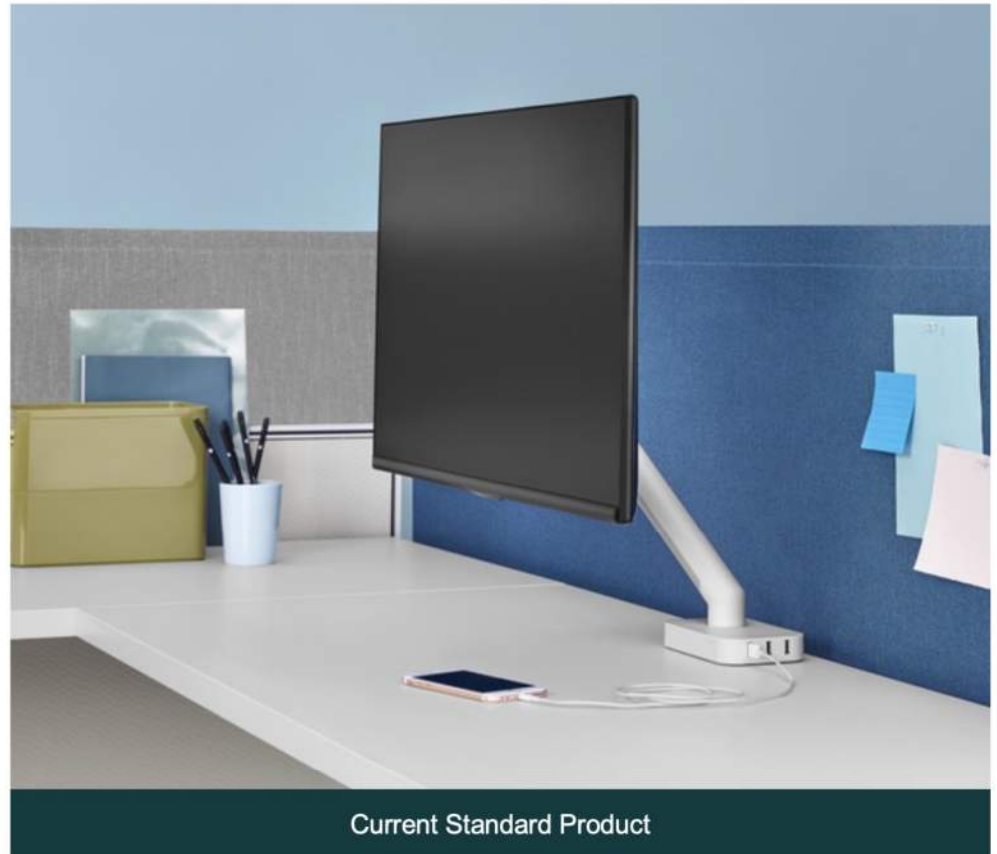
- No specifications exist for screens in the workplace.
- Little is known about the effectiveness of Worktop Screens' ability to stop the spread of the viruses.
- It's important that screens not give workers a false sense of protection.

# Worktop Screens

## WORKTOP SCREENS

# Insights

- Worktop screens provide a simple way for delineating workstation spaces and ownership.
- They are easy to deploy and communicate that new guidelines are in place.
- Visual cue to everyone that things have changed.



Current Standard Product

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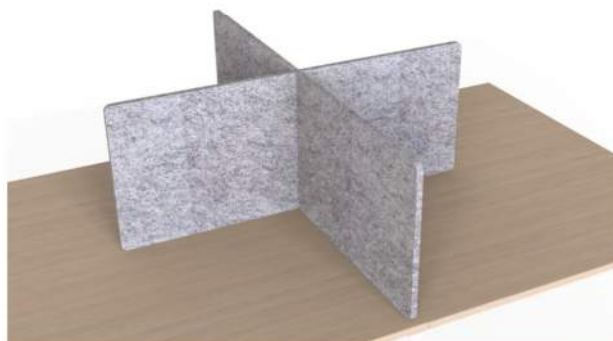


WORKTOP SCREENS

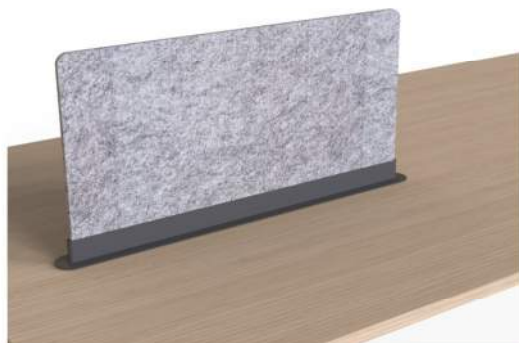
## Immediate Suggestions



Surface Mounted Corner Screen



Freestanding Surface Screen



Surface Card-Slot Screen



Surface Mounted Screen



Hoodie Screen

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## Guidelines

- Quick deploy and easily removable provides maximum flexibility.
- Reconsider workstation use in ways that best achieve the distancing goals.
- Rethink shared and unassigned chairs and tech accessories.
- Consider assigning shared desks to individuals for a full day or a week.
- Encourage workers to keep desk clean, to support cleaning guidelines.

### Materials:

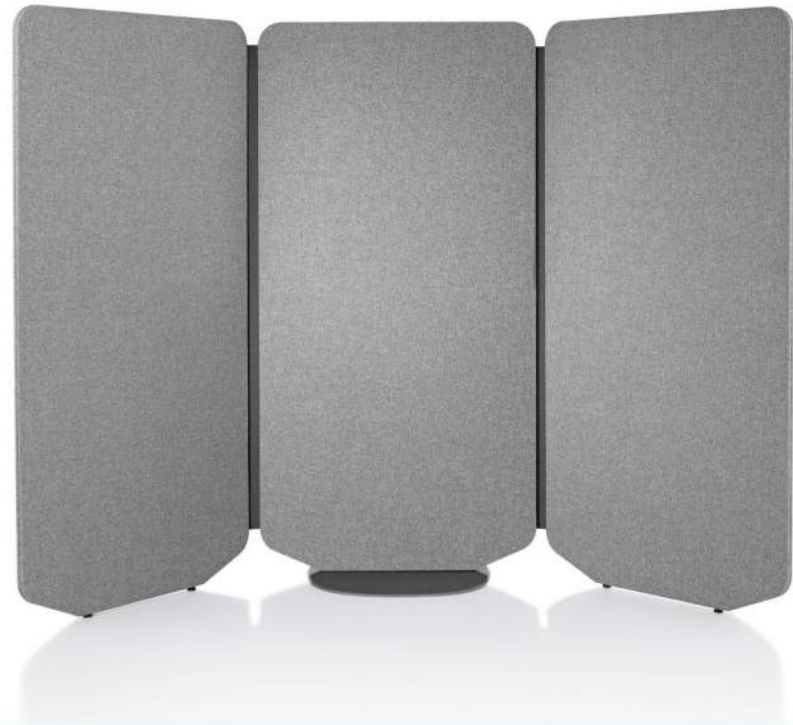
- Cleanable, wipeable, minimal seams
- Good examples include: coated materials, polyurethane, PET, silicone, or bleach cleanable woven fabrics

# Floor Screening

## FLOOR SCREENING

# Insights

- Floor screens can provide a simple, inexpensive way to quickly establish new foot traffic patterns on the floor plate.
- They can control movement in and out of a setting, or provide a boundary between a walkway and a setting in use.



Current Standard Product

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FLOOR SCREENING

## Immediate Suggestions



PET Gallery Panel Screen



Acrylic Gallery Panel Screen



Acrylic Gallery Panel Screen



Acrylic Gallery Panel Screen

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## Guidelines

- Six-foot social distancing rule should be applied.
- Consider antimicrobial materials where appropriate.
- Remove extra chairs in chairs in collaborative spaces.
- Easily deployable and movable.
- Screens should not impede thorough cleaning of the floor or impact air circulation.
- **Materials:**
  - Cleanable, wipeable, minimal seams
  - Good examples include: coated materials, polyurethane, PET, silicone, or bleach cleanable woven fabrics

# **Personal Mobile Storage**

## PERSONAL MOBILE STORAGE

# Insights

- Portable mats provide space delineation and can serve as an addition to personal hygiene.
- Personal mats reduces the contact with common surfaces and includes the employee in the process of clean work surfaces.
- Makes it easy to move between workpoints.
- Steel UBI tools are easily cleanable.
- UBI tools can provide easy access and storage for personal hygiene products.



Current Standard Product

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PERSONAL MOBILE STORAGE

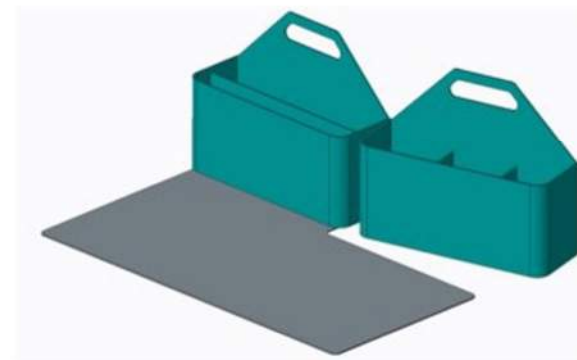
## Immediate Suggestions



Desk Mat



Mask Mat



Personal Caddy

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## Guidelines

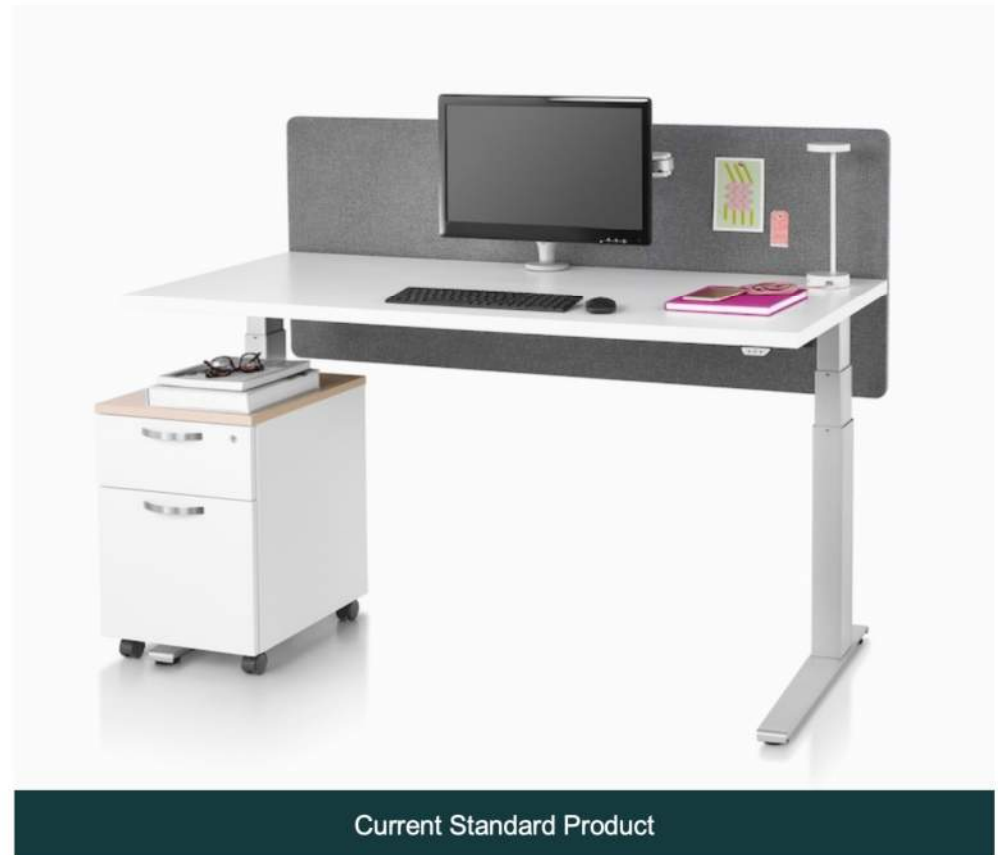
- Clear work surface at the end of each day for proper cleaning.
- Take home personal items at the end of the day.
- Store unused items, in cabinets or locked drawers.
- All workers are essentially mobile workers now.
- Provide tools and policies that allow employees to be productive from home or office.

**Home Office**

## HOME OFFICE

# Insights

- WFH will continue to be an important part of reopening the workplace.
- Encourage workers to stay home if they are feeling sick, or if they have a sick family member in their home.
- Establishing a dedicated work area provides a mental separation and aids in work-life balance.
- Ergonomic work tools aid in employee wellbeing and provide increases in productivity and engagement.



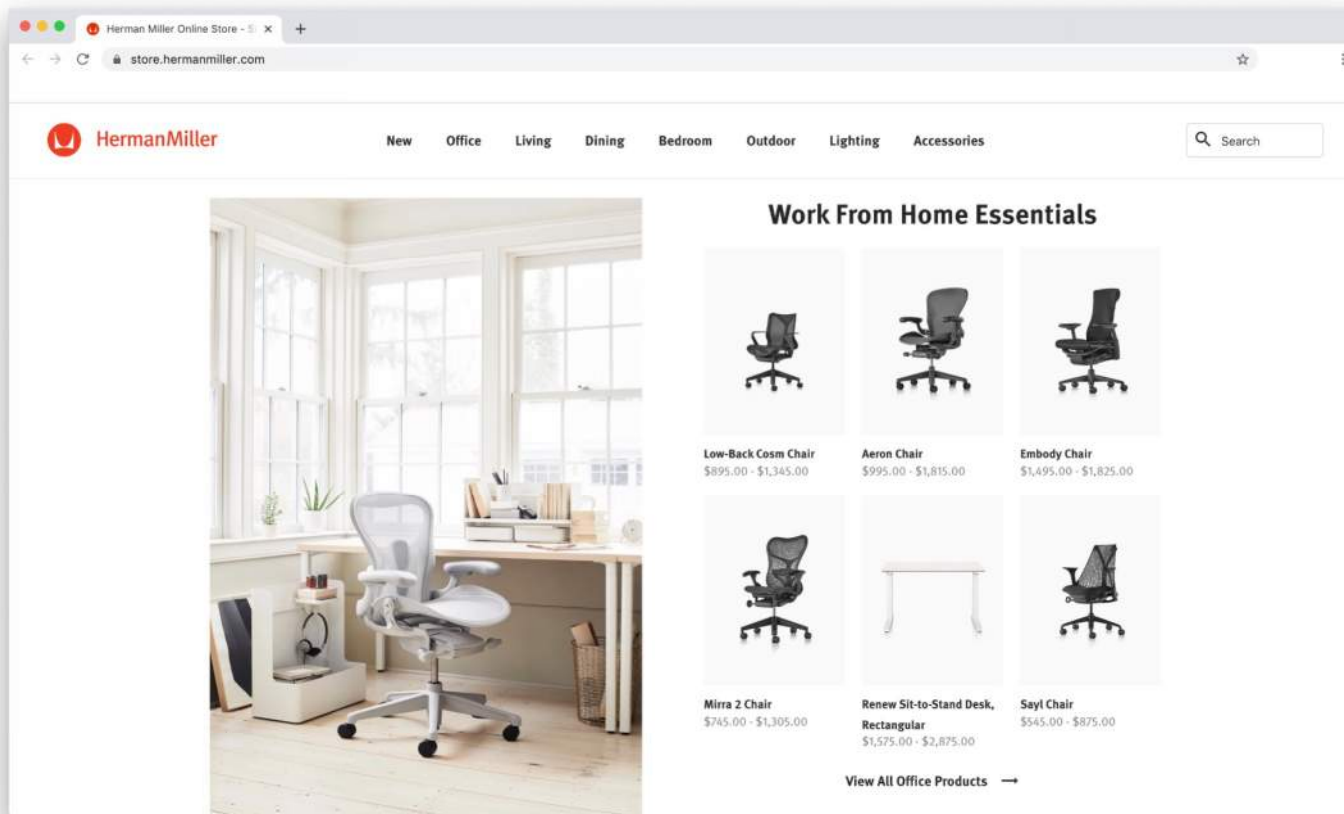
Current Standard Product

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HOME OFFICE

# Immediate Suggestions



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HOME OFFICE

## Guidelines

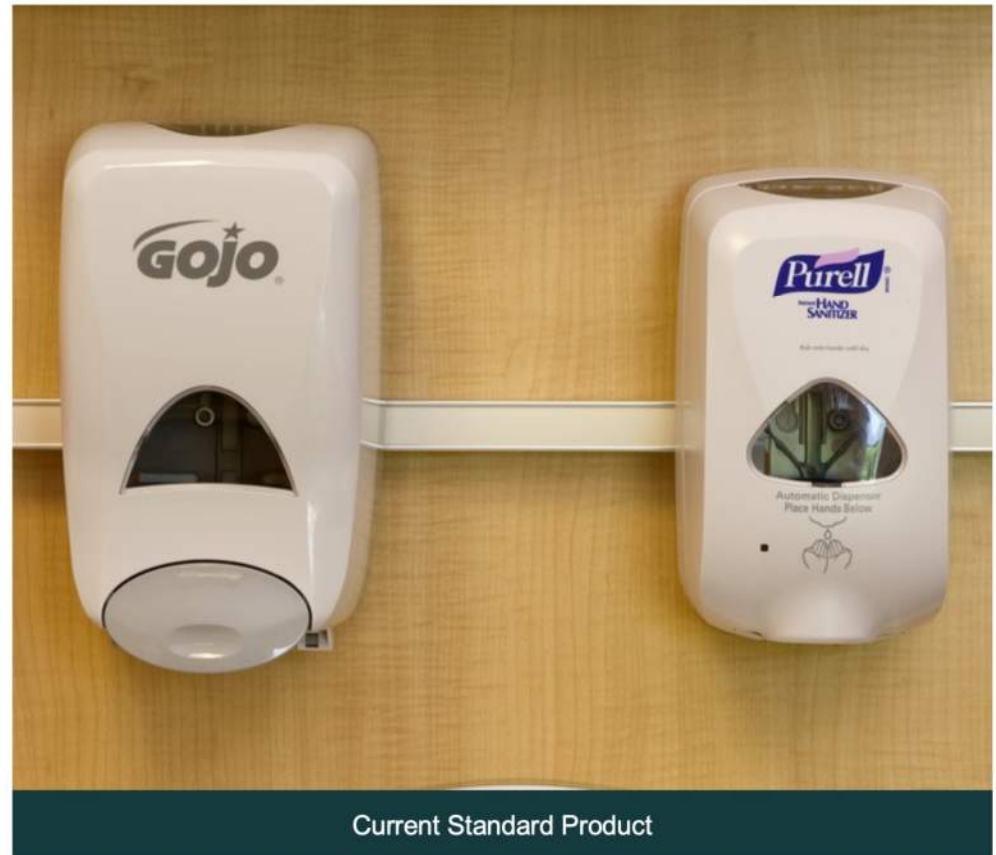
- Disinfect high touch tech devices shared between users.
- Keep disinfectant wipes and hand sanitizer in shared areas.
- Keep anti-viral cleaning supplies on hand.
- Make tissues readily available

# Hygiene

## HYGIENE

# Insights

- Personal hygiene is fundamental. Providing and enforcing face mask be worn in the office adds a layer of protection for everyone.
- Sanitizing stations encourage and remind employees to practice good personal hygiene.
- The CDC recommends the wearing of masks.
- **Hand washing is the most effective personal guard against transmitting diseases.**



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HYGIENE

## Immediate Suggestions



Hygiene Cart



Mask

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## HYGIENE

# Guidelines

- Communicate CDC recommendations on personal hygiene and corporate expectations in the workplace.
- Provide disinfectant wipes, hand sanitizer and tissues.
- Have masks readily available.
- No-touch garbage and recycling receptacles are preferable.
- Ramp up custodial cleaning.
- Consider making gloves available near high touch devices.

# Sterilization

## STERILIZATION

# Current Recommendations

Today, the World Health Organization:

- DOES NOT recommend the use of UVC germicide irradiation for reason of feasibility and safety (except for deep cleaning practices in health care settings, or in safety installed enclosed air ventilations systems).
- DOES recommend increasing ventilation in all setting to reduce the transmission of the virus.



UV-c Light



Ventilation

Environmental measures to mitigate virus transmission.

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## STERILIZATION

# Sterilization Exploration

There is renewed interest in the use of UV-c light to kill pathogens in the air and on high touch surfaces in the workplace, such as keyboards, mice and phones.

**Herman Miller is working with industry leaders to better understand the state of UV light technology and the feasibility of extending its use.**



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# Helpful Product Suggestions in Application

Cost-effective and quickly deployed products available as standard or through  
Options that provide short-term solutions and long-term benefits.

HELPFUL PRODUCT SUGGESTIONS IN APPLICATION

## Copy Center & Hygiene Station



- A** Surface Attached Screen
- B** Ubi Desktop Organizer
- C** Hygiene Cart
- D** Dock Mounted Screen

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HELPFUL PRODUCT SUGGESTIONS IN APPLICATION

## Height Adjustable Desking – 6 Pack



- A** Connect Four Screen
- B** Acrylic Screen - Gallery Panel
- C** Tu Storage
- D** Hygiene Cart
- E** Ubi Desktop Organizer

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HELPFUL PRODUCT SUGGESTIONS IN APPLICATION

## Height Adjustable Benching



- A** Hoodie Screen
- B** Ubi Desktop Organizer

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HELPFUL PRODUCT SUGGESTIONS IN APPLICATION

## Freestanding Desking



**A** Acrylic Screen - Gallery Panel

**B** Surface Attached Screen

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HELPFUL PRODUCT SUGGESTIONS IN APPLICATION

## Freestanding Desking - 4 Pack



- A** Exclave Mobile Cart
- B** Vista Steel Screen
- C** Card-Slot Screen

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HELPFUL PRODUCT SUGGESTIONS IN APPLICATION

## Freestanding Desking - Vista



- A** Dock Attached Screen
- B** Surface Attached Screen
- C** Freestanding Surface Screen
- D** Ethospace Freestanding Screen

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HELPFUL PRODUCT SUGGESTIONS IN APPLICATION

## Individual Desking



- A** Freestanding Surface Screen
- B** Surface Attached Screen
- C** Ubi Desktop Organizer

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# Problem-Solving Design

For the past century, a drive to harness the power of design to help people live and work better has defined our mission at Herman Miller. We are gathering data and insights to not only inform our products, but also help our customers better understand how to create environments that are suited for.

**40+ Years** in Healthcare Research and Design

**50+ Years** as Ergonomic Design Leader

PROBLEM-SOLVING DESIGN

## Mobile Sanitizer Cart



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PROBLEM-SOLVING DESIGN

## Mobile Sanitizer Cart



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# **Thought Starters and Inspiration**

THOUGHT STARTERS AND INSPIRATION



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