

# Hybrid Working



As many COVID19 restrictions and requirements have been lifted, many companies are adopting more permanent hybrid working arrangements for their office environments, including hoteling (shared) workstations.

These shared workstations should contain self-adjustable items so your worker can obtain a comfortable fit wherever they land. Here are some [ergonomic tips](#) for a shared workstation.

You may want to consider a refresh of your ergonomic programs. We have tools and expert staff to assist you including the following topics: [Office Ergonomics](#), [Ergonomics](#), and [Micro-Movements](#).

## Other return-to-office and keeping your community safe

Examples of actions that we can all take to keep ourselves, our colleagues, and our community safe:

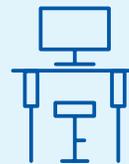


**Provide a resource for workers to check**

Source: Centers for Disease Control ([CDC](#))  
[Map of Community Level per CDC](#)



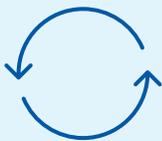
**Please work from home and stay at home if you feel unwell**



**Wipe down work spaces using the wipes and sanitizer available (before and after use)**



**Respect colleagues that prefer to social distance or wear a mask**



**Provide a feedback mechanism – promote and encourage its use**



**Always use your access card – this assists with contact tracing**



**Sign-in and sign-out every visitor**



**Comply with your jurisdiction mask wearing requirements**

## ➔ Questions on Loss Control or Safety

- Visit the site: [Risk Solutions Center](#)
- Call us: **888.560.2635**
- Email us: [RSC@us.qbe.com](mailto:RSC@us.qbe.com)

**QBE North America** 55 Water Street | New York, NY 10041 | 212.422.1212 | [qbe.com/us](http://qbe.com/us) | [in](#) [tw](#) @QBENorthAmerica

The information contained in this document was obtained from sources believed to be reliable. QBE Holdings, Inc., and its subsidiaries and affiliates (collectively, "QBE"), makes no representation, warranty or guarantee regarding the suggestions and/or information contained herein or the suitability of these suggestions and/or information for any particular purpose and do not guaranty that the information includes all possible risks or unusual circumstances that may occur. QBE hereby disclaims any and all liability for the information contained herein and the suggestions herein made, and in connection with your use or non-use of such information. It is not our intention that this report cover the requirements of the Federal Occupational Safety and Health Act or any other Safety or Health Act, or to infer or imply that there are no hazards and exposures in existence. The maintenance of safe premises, operation and equipment, and the avoidance of unsafe conditions and practices, and compliance with all statutes and laws, are the sole legal responsibility of the insured. Moreover, it cannot be assumed that every acceptable safety measure and transition risk is contained herein or that unusual or abnormal circumstances may not warrant or require additional policies and/or procedures. The use of any information or suggestions described herein does not amend, modify or supplement any insurance policy and in no way guarantees the fulfillment of your obligations under your insurance policy or as may otherwise be required by any laws, rules or regulations. Consult the actual policy or your agent for details of your coverage. QBE and the links logo are registered service marks of QBE Insurance Group Limited. © 2021 QBE Holdings, Inc 392654 (4-22)