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Legal Recommendations

Reducing risk and minimizing exposure is always a priority. During a pandemic, addressing potential legal issues is as important. Consult closely with legal counsel, insurance providers and other

Make sure you thoroughly understand any and all orders, regulations that impact your building and your tenants, and on your tenant mix. Note that some of the various regulations conflict on the city, county, state and national levels. You must understand your rights and obligations. You should also identify any specific rights and obligations that may apply to your tenants, depending on their business.

Itemize all tasks and processes that were either delayed, eliminated, or reduced while you and your staff were engaged in shelter-in place. You need to understand what items and processes need to be restarted or revised now that the world is changing rapidly. This includes physical processes, such as maintenance and repair to your buildings, as well as internal processes, such as

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Property Management T

The property-management team is the link between the l both groups, as well as a strong plan, are the keys to succe

Prioritizing issues will be key. Property managers and ow be extremely busy upon reentry, and prioritizing which is to be addressed first is key.

Continue management/engineering staggered staffing so

Discuss with the landlord what type of communication, a you will communicate, with tenants prior to re-entry.

Ensure building staff, management, engineering, security janitorial all have proper PPE.

Have a confirmed COVID-19 case preparedness plan and plan. Your plan should take into consideration advice from professional advisors. Note that there is no one-size-fits-a so your plan may vary slightly from building to building. need to make plans for a subsequent breakout of COVID- this year. Hopefully, this will not happen, but you should planning for how to handle a second extended shelter-in scenario.

Also available as part of the eCourse

[The New New: Changes in Leasing Business Practices in the Wake of COVID-19](#)

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"Legal Issues Related to COVID-19 Entry and Creating a Clean and Safe Work Environment"