

COVID-19 RE-ENTRY CHECKLIST

MAY 2020

DEDICATION TO CLIENT SERVICE

We anticipate further announcements and guidance from government authorities to safety protocol changes due to COVID-19, and we have prepared a checklist to help you navigate through opening your business to your staff and the public. As the situation continues to evolve, please reach out to your Gillons advisor at any point with your questions or concerns.

PHASE 1

PHASE 2

PHASE 3

PHASE 4

DATE WHO COMPLETED

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Financial

Assess new costs

Create new revenue streams that add value post COVID-19

Look for expense savings

Office lease review

Equipment lease review

Shore up funding sources, debt consolidation and financing

Review all public funding grants and loans that may be advantageous

Update KPIs and monitor more frequently.