

June 8, 2020

CLARIFICATION

Since our Special Bulletin earlier today, several members have contacted MAIA with questions regarding their workplace “occupancy limits” vs. “number of employees.” Below is a clarification.

The Social Distancing protocol taken from the Mass.gov website, [Sector Specific Safety Standards for Office Spaces to Address COVID-19](#), Updated as of June 8, 2020, begins:

Social Distancing

- Businesses and other organizations shall limit occupancy within their office space to no more than
 - 25 percent of
 - (a) the maximum occupancy level specified in any certificate of occupancy or similar permit or as provided for under the state building code;
- OR
- (b) the business or organization’s typical occupancy as of March 1, 2020
 - Any business or other organization that has been operating as a “COVID-19 Essential Service” as of May 18, 2020 shall have until July 1, 2020 to comply with these occupancy limitations
- Businesses and other organizations may exceed this maximum occupancy level based on a demonstrated need for relief based on public health or public safety considerations or where strict compliance may interfere with the continued delivery of critical services

Note that the 25% rule can be based on either (a) *maximum* occupancy, or (b) *typical* occupancy as of March 1.

Either is acceptable according to what is written. The size of your workforce, your office space, and your ability to meet the other social distancing protocols will help determine the appropriate option for your agency.

We will continue to provide updates as they become available.

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