



CLEAN AIR FOR A HEALTHY WORKFORCE

Improving your indoor air quality through ventilation and filtration is an effective measure against COVID-19, the flu virus and other airborne diseases.

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THE BUSINESS CASE

By investing \$40 per person per year to double your ventilation rate, employers can recoup \$6,000-\$7,000 per person per year in higher productivity, apart from the protection from infectious disease. Having about twice as much clean air moving into rooms reduced sick leave by 35%, in a study of 4,000 employees in over 40 buildings.

March 13, 2023

01

Upgrade your air filters.

HEPA filters are best (capturing over 99.9% of COVID-sized particles). If that's not an option for your building, you should install filters rated MERV-13 or higher. MERV-13 filters are 85% efficient at capturing COVID-sized particles; MERV-14 are 90% efficient. By contrast, a MERV-8 filter is only 20% effective.

02

Double up.

A new [study](#) out of the University of Southern California indicates that running a portable air purifier with a HEPA filter at top speed while also running HVAC system with a MERV 13 or 14 filter can further "drastically" reduce COVID-sized particles in a classroom-sized room, in just 15 minutes.

03

Do it yourself.

As a temporary measure, you can [build a simple air cleaner](#) from HVAC filters and box fans.



04

Ventilate ahead of time.

Run the HVAC system at maximum outside airflow for 1-2 hours before and after the workplace is occupied, or at the end of the day.

05

Assess your indoor airflow.

If you're still welcoming employees back to the office, revisit the layout of workspaces (including employee movement) to ensure an airflow that moves from "clean" to "less clean" and not the other way around.

06

Check your CO2 levels.

[Carbon dioxide levels are a good proxy for grading your ventilation](#)—and you can measure them with real-time, portable, low-cost sensors. 600 parts per million is an ideal target. 800 parts per million is acceptable. 1000 or higher is a sign of ventilation that can be improved.

07

Go further.

Implement additional tips to improve ventilation from the [Centers for Disease Control and Prevention](#) and the [Environmental Protection Agency](#).



THIS RESOURCE WAS DEVELOPED IN COLLABORATION WITH



ADDITIONAL FUNDING SUPPORT WAS PROVIDED BY



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The Health Action Alliance is solely responsible for the content of this guide and maintains full editorial control of its resources.

This project was funded in part by a cooperative agreement between the National Safety Council and the Centers for Disease Control and Prevention (CDC) grant number NU50CK0005. The Centers for Disease Control and Prevention is an agency within the Department of Health and Human Services (HHS). The contents of this resource do not necessarily represent the policy of CDC or HHS and should not be considered an endorsement by the Federal Government.

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