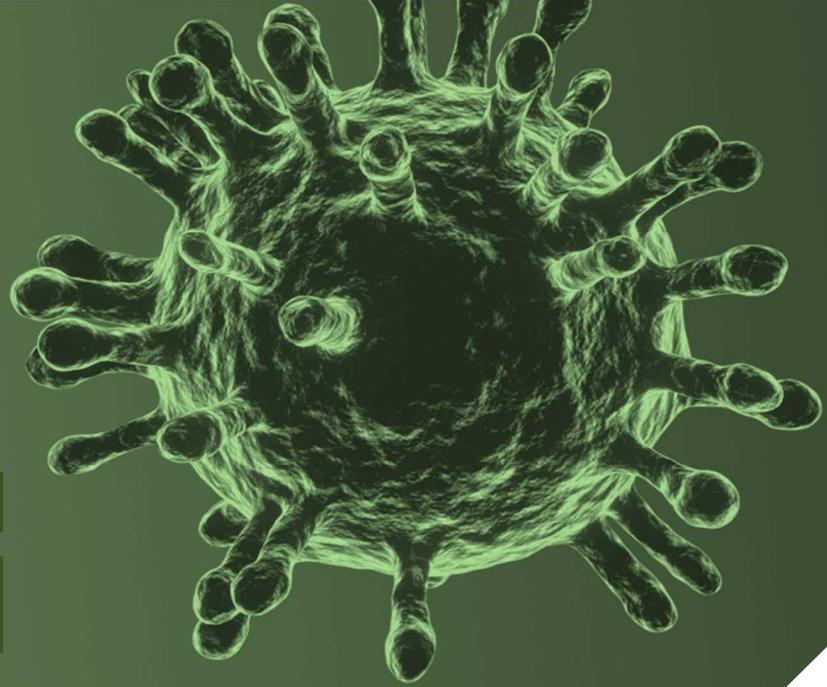




International
Labour
Organization



Building resilience during and
after the COVID-19 pandemic



COVID-19 guide & action checklist



For medium-sized factories &
managers

Guides for factories to build resilience during and after COVID-19

The ILO provides a series of six action-oriented guides for medium-sized factories in Asia to navigate the COVID-19 pandemic and to build business resilience

Overview: Business resilience guides for manufacturers



Guides include
checklists and
templates

In this guide:

- ▶ Guidance on topics relevant for factories that would like to improve business resilience.
- ▶ Recommendations and step-by-step instructions for factory managers.
- ▶ Topics include: Cash flow management, Reducing costs, Finding alternative sources of income, Communicating with your workers, Establishing an online presence and Organizing your factory for safety and efficiency.



The COVID-19 pandemic and Asian factories

The manufacturing industry is facing severe impacts from the COVID-19 pandemic. To mitigate the impact, manufacturers need to improve resilience and prepare for longer-term impacts on their business. Responding to the urgent needs of manufacturers, the ILO has developed a series of six guides for factory managers to navigate the COVID-19 crisis

Designed primarily for second tier and sub-contracting factories.



Six guides for factories

With simple and easy-to-implement recommendations, checklists and additional templates, the guides help factories take action to improve resilience. The guides have been designed primarily for second tier and subcontracting factories.

The following six guides are currently available:



Managing your cash flow: Keep track of your factory's cash flow to better navigate your factory during this time of crisis.



Reducing costs: Reduce costs to ease financial liquidity and cash flow pressures on your factory operations.



Finding alternative sources of income: Identify new revenue streams to ensure that your factory can survive the pandemic.



Going online: Establishing an online presence: Establish an online presence in order to promote your factory and to facilitate communication with buyers.



Organizing the factory for safer and more efficient operations: Re-organise your factory to provide better safety measures and to improve its operational efficiency.



Communicating with your workers: Maintain good internal communications for a more responsive and productive factory environment during the crisis.

It is recommended that factories read guides in the order listed above.

Disclaimer: Before resuming operations, it is critical that factory managers ensure workers can return safely back to work. For more guidance on this topic, factories can turn to the following ILO resources:

- ▶ **[COVID-19 Management Guidance for factories in Bangladesh](#)** (while tailored to the garment industry in Bangladesh, this resource is also relevant for most types of factories, including those outside of Bangladesh)



The COVID-19 business resilience guides have been developed by the ILO Enterprises department for the **Decent Work in the Garment Sector Supply Chains in Asia** project, funded by the Government of Sweden.

For more guides and resources to help you navigate the global COVID-19 pandemic, visit:

▶ ilo.org/covid19

Decent Work Technical Support Team for East and South-East Asia and the Pacific

United Nations Building, 10th Floor

Rajdamnern Nok Avenue,

Bangkok 10200, Thailand

Tel.: 662 288 1234 Fax. 662 288 3058

Email: BANGKOK@ilo.org

DECENT WORK

A better world starts here.