

Safety Procedures (COVID -19) Retro Work Guideline

Complete Retro Homeowner's Questionnaire and only conduct work if there are no prohibited conditions. Confirm with homeowner that the situation has not changed prior to sending technician.

Inform the homeowner that our technicians will be practicing social distancing by maintaining a distance of 6 foot or more from others at all times. Work areas must be ready in advance of our arrival, clear of all items and no individuals will be allowed in the area while work is being performed. All documents, payments must be completed electronically or by mail, no COD.

Prior to sending any technician to a retro job his or her temperature must be taken and if elevated they will not be sent to jobsite and the worker must be evaluated by their medical professional.

Personnel protective equipment required to conduct retro work:

- Face mask
- Gloves
- Protective glasses
- Booties (when working in house hold)

Before and after each job the technician must sanitize their tools. After the job is completed, they must properly remove and dispose of their PPE.

The installer must have sanitizer's available immediately sanitize their hands before leaving the jobsite.