

COVID-19 IN HOME & WORKPLACE GUIDELINES

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TAKE EXTRA CARE WITH PEOPLE IN HIGH RISK GROUPS

Dear Valued Customer,

Nothing is more important than the health of our customers and employees. We have implemented the measures below designed to protect our customers and employees.

- Always wipe down the interior cab area of your truck first thing in the morning and after each call
- Contact the office with your temperature prior the starting work daily and at noon daily.*
- Wear rubber gloves in homes and a face mask.
- Maintain a 6 foot distance with customers as much as possible.
- Avoid any physical contact with clients (handshaking).
- Enter through basement walkout when possible.
- · Avoid contact with pets, ask customers to put away during visit.
- Always wear a mask when working in the blower compartment on a furnace/air handler and/or changing air filters.
- Have trash bags on your truck for used filters until they can be disposed of. Do not hang onto used filters.
- Do not touch any non-working surfaces (tables, countertops, etc.).
- Sanitize all work surfaces touched before leaving.
- Avoid touching your face, nose, and eyes.
- Have a spare uniform in your truck. If you work in a home with sick clients, change to a clean uniform after the call, please your dirty uniform in a trash bag for the cleaning service.

If you become sick, feverish, have shortness of breath, and coughing, notify Management immediately so arrangements can be made for time off to make a Dr. appt. to get tested and self-isolate for 14 days, if directed.

*A morning/noon temperature reading of 99F or higher is cause to stay home and contact a medical professional for instruction (100F is CDC guideline).