



IMPORTANT! COVID-19 SAFETY PROTOCOLS

Until further notice, the following protocols MUST be followed as SOLARCRAFT performs work following the COVID-19 Shelter in Place (SIP).

This is our new normal and everyone at SolarCraft must adhere to and help enforce these guidelines to keep all of our team members and clients safe – please be diligent! We cannot make exceptions and will have to take immediately disciplinary action if anyone fails to follow these rules.

IF YOU FEEL SICK then call in sick & **DO NOT COME TO WORK.** *Notify your manager and HR immediately.* If you feel sick after arriving at work, **GO HOME IMMEDIATELY.** *Notify your manager and HR immediately.* This is important so we can track the illness in case diagnosed suspected as positive for COVID-19.



DO NOT FORGET THE NORMAL SAFETY PROTOCOLS!

✓ Check equipment ✓ Harness in on roofs ✓ Secure ladders

Do not get so distracted by Covid-19 that you fail to follow the standard SolarCraft safety processes!

ALL EMPLOYEES SHOULD DRIVE SEPARATELY WHEN POSSIBLE to/from work, job sites and all other work related transportation.

Exceptions: If an employee does not own a car or cannot comply with the above requirement, then that employee may be driven to/from work and job sites by no more than one fellow crew member. Under no circumstances will more than two people be allowed to drive in one vehicle for commuting or work related purposes.



KEEP SAFE SOCIAL DISTANCING. Stay 6 feet apart at all times unless critical to get closer.

Consider wind direction and speed and if possible stay further apart when directly upwind or downwind of others. Do not be shy about asking others, especially 3rd parties, to maintain a safe distance and avoid direct contact with you and team members. Do not approach within 6' of other people's work spaces or offices. *Do not allow 3rd parties into SolarCraft office, warehouse or work spaces!*



WASH HANDS OFTEN AND THOROUGHLY.

Bring and use either anti-bacterial hand wipes or gels or a hand washing station to all job sites.



WEAR PPE FACE MASKS at all times when on a job site or in the office!

Wear PPE masks when driving with another person to/from work or other job-related activities, or when within 6 feet of another person whether at a public function or at SolarCraft facilities. Make sure face masks or scarves **DO NOT EFFECT** your vision!



WEAR PROTECTIVE GLOVES at all time when on a job site...

when driving with another person to/from work or other job-related activities.



DO NOT TOUCH YOUR FACE, EYES, OR MOUTH even with gloves on.

Sneeze and cough away from others and into your elbow.



USE DISINFECTANT WIPES TO CLEAN EQUIPMENT THROUGHOUT THE DAY...

as well as in the morning and before leaving. This includes the surfaces of your truck. Before leaving a jobsite you must wipe down (disinfect) all equipment that might logically be touched by client or partner.



BRING YOUR OWN FOOD.

This includes snacks, lunches and water for the day. Do not go to the store for food and make sure to minimize contact with people. Do not share drinks. If/when a water cooler is used, wear gloves and practice the healthy COVID-19 procedures.



WASH YOUR WORK CLOTHES FREQUENTLY...

when you are home in order to minimize exposure of the virus to your family and household—especially gloves and cloth masks.



MINIMIZE SHARING TOOLS AND EQUIPMENT...

or touching the same surfaces as colleagues.



NEED A RESTROOM? Public restrooms in the vicinity of installations may not be accessible during the COVID-19 event. Likewise, clients may not allow you to use their bathroom. Prior to arriving on site, scope out an appropriate restroom facility and plan accordingly to minimize work disruptions.