

PROCEDURES FOR HIP CONTRACTORS WORKING INSIDE GHI HOMES

During the coronavirus outbreak, the following procedures must be used prior to work start each day, during the workday, and following work completion, in GHI units:

1. Prior to entry of any unit, verify (from GHI) no active covid-19 infection or in the past 14 days.
2. Verify a covid-19 screening for each crew member at the start of each workday.
3. Verify PPE availability for each crew – masks/face covering, gloves.
4. Check stock of cleaning materials – wipes, disinfectant/cloths, vacuum, floor coverings.
5. When performing work inside GHI homes:
 - 5.1. Contractors always perform work using masks/face covering and gloves within the home
 - 5.2. (GHI) Confirm member has face covering or is isolated in another room or has vacated premises
 - 5.3. Maintain social distancing protocols (mask and separation) with GHI members
 - 5.4. Verify work area accessible
 - 5.4.1. GHI staff to request accessible work areas without the need to move personal items
 - 5.4.2. If items are blocking access and members have agreed, move items as needed and wipe down following. Do not replace items unless agreed prior.
 - 5.4.3. Use gloves when switching lights/breakers on/off.
 - 5.5. When installation complete, contractors wipe and/or spray all affected surfaces and equipment in the work area using disinfectant and disposable wipes:
 - 5.5.1. All interior and accessible exterior surfaces
 - 5.5.2. Surfaces can be wiped prior to caulking (smooth caulking using plastic glove and water)
 - 5.6. Vacuum carpet or wet mop solid surface floors; use spray disinfectant.
 - 5.7. When leaving premises, wipe all doorknobs/handles, inside and outside.
6. General details for contractors
 - 6.1. Maintain social distancing among crew, both inside and outside units.
 - 6.2. No use of member bathroom facilities.
 - 6.3. Lunch and other breaks in public areas, maintaining social distancing, not on member premises.
 - 6.4. Contractors remove all trash from member premises to contractor dumpsters.
 - 6.5. Portable lavatory facilities for contractors, equipped with hand sanitizer and regularly cleaned or use GHI administration building facilities.
7. Other procedures - as determined by contractor.