



SolarFlair COVID-19 Safety Plan

In order to reduce the spread of COVID-19 while in regular operation, SolarFlair is committed to limiting its network of contact to as few personnel and essential interactions as possible, as such:

- SolarFlair will provide these written guidelines to all employees and customers, to be posted in the office building and on job sites, or at the request of any entity
- Employees will not report to work if they have known contact with a COVID-19-positive person, or are experiencing any of the following symptoms: fever, cough, shortness of breath, chills, muscle pains, sore throat, loss of taste and/or smell; or if they have entered a correctional facility, senior care center, long-term care facility, or hospital within the past two weeks
- **Employees who choose to work remotely may do so**
- **For employees who enter the office building, SolarFlair will:**
 - Assign entrance points and areas of the office to specific personnel
 - Create sanitation stations at each building entrance, providing masks if employee does not have their own.
 - Practice social distancing at all times, providing closed-door offices to all personnel (if available) and discouraging indoor gathering
 - Stagger shifts to limit capacity and reduce in-office interactions
 - Require a mask to be worn when moving about the office
 - Require employees to disinfect all common areas and items, before and after use
 - Establish a routine professional cleaning schedule
 - Prohibit unsolicited visitors from entering the building
 - Establish routine building ventilation inspections
- **For employees who must enter job sites and/or homes, SolarFlair will:**
 - Provide rigorous safety & sanitation procedures and perform routine enforcement checks
 - Provide the customer with a single point of contact on site
 - Practice social distancing at all times, limiting essential interactions to outdoor spaces at a minimum distance of six feet
 - Require a surgical grade mask to be worn at all times; Require cloth working gloves to be worn at all times; Provide the option for employees to wear protective clothing
 - Establish procedures to limit the frequency and increase the efficiency of essential entrances into a home
 - Regularly disinfect all vehicles and tools, before and after use
 - Confirm prior to a visit that persons on site have no known contact with a COVID-19 positive person, or are experiencing any of the following symptoms: fever, cough, shortness of breath, chills, muscle pains, sore throat, loss of taste and/or smell; or if they have entered a correctional facility, senior care center, long-term care facility, or hospital within the past two weeks
- Employees will follow cleaning instructions per any/all EPA-approved disinfectant solutions used
- Employees pledge to follow these guidelines where applicable when out of the office and off of job sites, to maximize their efficacy
- SolarFlair will ask customers to confirm their understanding of these guidelines and, as best they can, follow applicably; SolarFlair will provide PPE for essential interactions when not available
- SolarFlair will ask customers to understand that if an employee, at their sole discretion, does not feel at ease upon arrival of at a job site or at any point thereon, they may elect to terminate their visit and depart the site in its current condition; SolarFlair will be due \$250 for the truck-roll and not return to the site until the situation has been remedied