



1. When scheduled to work take your temperature before coming in. If your temperature is higher than normal call in and stay home.
2. When going on a service call, you must wear the following PPE. ; Nitrile Gloves, Safety Glasses, Face Mask and Shoe Covers.
3. When entering a business or a home keep the proper distance away from any customer (6' or greater). Do not shake the customer's hand.
4. When replacing a filter on any unit, make sure the power to the unit is off and the fan is not running. When replacing the filter you are required to immediately put the filter in a trash bag. DO NOT track an un-bagged filter through the customer's house or building and throw on your van floor.
5. When you have completed your service call and before getting back in your truck, please remove your shoe covers, gloves, mask and properly dispose of them in a trash bag. Clean your tools, safety glasses and your hands.
6. Periodically throughout the day and especially at the end of your day wipe down your van. (Steering wheel, door handles and other highly touched surfaces.)
7. When pumping gas we highly recommend you wear Nitrile gloves and properly dispose of them when you are done either in the trash can at the pump or in your trash bag in the van.



8. When your day is complete, wipe down your truck, throw away the trash you collected throughout the day in the dumpster, wash your hands and go home.