



COVID – 19
PREVENTION &
COMPLIANCE PLAN
JUNE 2020

Synergy COVID -19 Prevention & Compliance Plan

# SYNERGY PROTOCOL, POLICY & PROCEDURES

### 1. MARKETING

- \* NO FACE TO FACE MARKETING OR OUTREACH (IF REQUIRED).
- \* APPROVED OUTREACH CONDUCTED WEARING N95 MASK AND KEEPING 6 FEET OF DISTANCE FROM CUSTOMER.
- \* ALL APPOINTMENTS ARE SCREENED FOR POTENTIAL COVID-19 CONCERNS.
- \* IF THERE IS ANY CONCERN OR HESITANCY NO APPOINTMENT IS SET.

## 2. TECHNICIANS/INSTALLERS

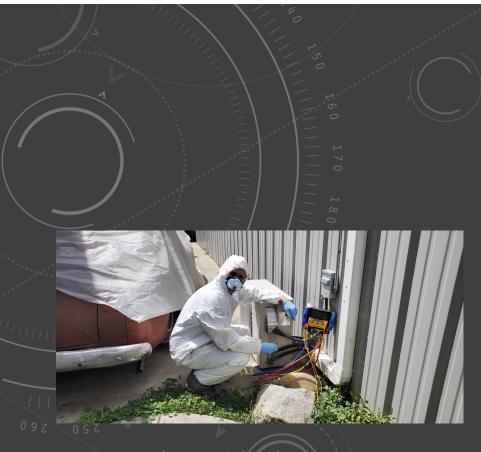
- \* TRAVEL TO AND FROM APPOINTMENTS INDIVIDUALLY
- \* EACH SYNERGY TECHNICIAN/INSTALLER HAS CHECKED THEIR TEMPERATURE THAT MORNING, NO COUGHING, BREATHING TEST, NO SORE THROATS, ETC

### 3. ONSITE SAFETY PROTOCOL

- \* SOCIAL DISTANCING, MAINTAIN AT LEAST 6 FEET APART AND NO INTERFACING WITH CUSTOMER FACE TO FACE
- \* (PPE) WORN WHILE ONSITE
  - 1. N95 MASKS
  - 2. DISPOSABLE GLOVES
  - 3. GOGGLES & EYE PROTECTION
  - 4. TYVEK SUITS/GOWNS (IF REQUIRED)
  - 5. DISINFECTING SPRAY AND DISPOSABLE TOWELS TO WIPE-DOWN TOOLS AND EQUIPMENT INSTALLED

## 4. PROGRAM FORMS

- \*PROGRAM FORMS ARE SUBMITTED ELECTRONICALLY TO CUSTOMER
- \*NO PHYSICAL COPIES OF FORMS ARE LEFT WITH THE CUSTOMER



Technician at the job site



Tech with Tyvek Suit, gloves & Mask



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