



RT-AFF's COVID-19 Worksite Safety Protocols

The Safety Supervisor is responsible for ensuring the safety of volunteers, occupants, and staff at all RT-AFF projects. The Safety Supervisor has authority to send home any volunteer or close down the project at his or her discretion if he or she deems the occupants' or volunteers' health to be at risk.

The Safety Supervisor will:

1. Call the homeowner the day before the project to check whether any occupant has been ill, had an elevated temperature, or been exposed to someone with COVID-19 within the past two weeks.
2. Take each occupant's temperature with a non-contact thermometer before repairs begin. If any occupant's temperature is 100.4 degrees or more, the Safety Supervisor must terminate the project.
3. Have the homeowner and any other occupants sign the COVID-19 Acknowledgement/Release.
4. Remind the homeowner and other occupants to:
 - a. remain at least six feet away from volunteers as much as possible;
 - b. stay in another room away from repairs to the extent possible; and
 - c. wear a mask when around volunteers.
5. Designate a bathroom for volunteers to use, if appropriate, in consultation with the homeowner, and sanitize frequently touched surfaces in the bathroom.
6. Take the temperature of each volunteer. If any volunteer's temperature is 100.4 degrees or more, the Safety Supervisor must send that volunteer home immediately.
7. Have each volunteer sign the attendance log form with their contact information
8. Post RT-AFF's Worksite Safety Protocols in plain view at the work site, and convene a kickoff meeting of all volunteers to review COVID-19 safety protocols and other safety issues.
9. Have Personal Protective Equipment (PPE) specified by RT-AFF on site for all volunteers and a mask, as needed, for each home occupant.
10. Establish a hand-washing station, either in the designated bathroom or from a hose bibb.
11. Monitor volunteers' adherence to these Protocols and send home any volunteer or close down the project if the Safety Supervisor deems occupants' or volunteers' health to be at risk.
12. At the end of the project, ensure that all frequently touched surfaces, such as door handles and bathroom surfaces, are sanitized, and ensure that all trash is disposed of safely.

The Homeowner will:

1. Sign RT-AFF's Homeowner Release, Agreement, and COVID-19 Acknowledgment and Release. Other occupants will also sign the COVID-19 Acknowledgment and Release.
2. Inform the Safety Supervisor if, within the past two weeks, any occupant has been ill, tested positive, been in contact with someone that tested positive for COVID-19, or has had an elevated temperature, or any symptoms of COVID-19, such as: coughing, shortness of breath, chills, aches, diarrhea, nausea/vomiting, loss of taste or smell, sore throat, or runny nose.
3. Have each occupant's temperature taken by the Safety Supervisor before repairs begin.
4. Identify, in consultation with the Safety Supervisor, a bathroom for volunteers to use.
5. Wear a mask when around RT-AFF volunteers and ask the Safety Supervisor for a mask if one is needed. Remain at least six feet away from volunteers and stay in another room, if possible.

Every Volunteer will:

1. Have completed RT-AFF's online training for volunteers, and signed RT-AFF's 2020 Volunteer's Agreement and Release from Liability.
2. Not participate in RT-AFF projects if, within the past two weeks, he or she has been ill, tested positive or been in contact with someone that tested positive for COVID-19, has an elevated temperature or any symptoms of COVID-19.
3. Bring your own snacks, food, and drinks and label your water container with your name. Travel to projects in your own vehicle, rather than carpooling.
4. Check-in with the Safety Supervisor, have your temperature taken, sign the Attendance Log and COVID-19 Acknowledgement and Release, and participate in the safety kick-off meeting.
5. Wash your hands with soap and water (or hand sanitizer) at the beginning and end of the project. Use the bathroom and hand-washing station designated by the Safety Supervisor.
6. Wear an N95 respirator or facemask for all interior repairs and exterior work within 6' of others.
7. Remain at least six feet away from the homeowner and other occupants and avoid touching their belongings as much as possible.
8. Remain at least six feet away from other volunteers as much as possible, including during lunch or breaks, except when specific repairs demand close collaboration.
9. Respect RT-AFF's policy of no more than four volunteers working inside the home at once.
10. Use your own tools as much as possible. Tool borrowers should sanitize borrowed tools before returning them to the owner.
11. Dispose of all trash safely, either offsite or in the homeowner's outside bin if there's room.