



SITE INSPECTION GUIDELINES

General Requirements

- In addition to standard PPE, masks and safety glasses must be worn for all inspections.
- Request a site-specific COVID-19 safety plan from the Project Team.
- Alcohol-based hand sanitizer or wipes, disposable gloves, masks, and safety glasses should always be kept with you in your vehicle, as well as your backpack/computer bag.
- Always maintain 6 feet of space between yourself and others.

Monthly Inspections

- Maintain 6 feet of space between yourself and others.
- Take notice of any contractor signage posted requiring specific PPE to make sure you are compliant.
- Inquire with Superintendent of any accommodations on site to allow for social distancing i.e. designated elevators or buck hoists for entering or exiting buildings.
- If a handwash station is present, immediately wash hands upon entering and exiting site.
- If no handwash station is present, clean hands with own supply of wipes/sanitizer.
- When the need arises to enter a stairwell, wait for anyone exiting the stairs before entering.
- Try to avoid tight spaces if possible.
- Keep any in-person conversations as short as possible, while maintaining proper distancing.
- **If for any reason you are uncomfortable with the condition of the site, leave immediately.**

Capital Needs Assessments (CNA) In Occupied and Unoccupied Properties

- Maintain 6 feet of space between yourself and others.
- If visiting occupied units, wear a fresh pair of gloves for each unit visited.
- Designate one person, whether it be the Property Manager or other, to open all doors.
- If visiting an occupied property, limit the visit to vacant units when possible.
- Do not touch door handles, light switches, etc.
- Sanitize your hands before and after inspection.
- Try to avoid tight spaces if possible.
- Keep any in-person conversations as short as possible, while maintaining proper distancing.