

10/03/2006

EFFECTIVE IMMEDIATELY:

Procedure for Auditor/Inspector, Weatherization Crews, Furnace Crews for homes with a minor/minors in the home without adult supervision.

Auditor/Inspector: An adult must be present in the home at the time of audit and/or final inspection. The paperwork and review of the job will be completed at that time, it is the responsibility of the adult to supervise the minor/minors.

Weatherization/Furnace Crew: An adult should be in the home if minor/minors are present; if not there will always be at least 2 crew members to complete the work. All crew members will work within visual distance of each other.

NO AUDIT/INSPECTION/CREW WORK IS TO BE DONE WHEN THERE IS NO MORE THAN ONE CREW MEMBER AVAILABLE OR THE WORK TO BE COMPLETED WOULD REQUIRE CREW MEMBERS TO BE SEPARATED FROM ONE ANOTHER AND UNABLE TO MAINTAIN VISUAL CONTACT WITH ONE ANOTHER , NO ADULT IS PRESENT IN THE HOME AND MINOR CHILDREN ARE PRESENT.