

Habitat Charlotte Region is committed to the safety of volunteers, staff & homeowners.

We ask for your cooperation in protecting yourself and others at your volunteer site by following these protocols before you volunteer and while you volunteer. *These protocols apply to individuals who have been vaccinated as well.*

» *before you volunteer*

- **Stay home from volunteering if you are sick and report symptoms immediately**

- » Do not come to your volunteer shift if you are experiencing illness symptoms such as:

- fever of 100 degrees or higher
- any breathing difficulties or cough
- body aches, chills
- sore throat
- fatigue
- loss of sense of smell and/or taste

- » Volunteers should NOT return to volunteering until:

- at least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (*e.g. cough, shortness of breath*); **and**
- at least 7 days have passed since symptoms first appeared

- » Individuals should seek medical attention if they develop these symptoms

- » In other words, if you feel sick, uncomfortable or unsafe, please stay home

- **Please bring a mask with you to wear on site or in the store** (*you may want to bring more than one*). Habitat Charlotte Region has limited supplies for volunteers.

- **Please bring your own reusable water bottles or bottled water** (*you may want to bring a few for all-day shifts*). We will provide bottled water. We no longer have communal water coolers on build sites.

- **All members of your group must be registered in advance.** Please do not substitute volunteers the day of service.

- **One day prior to your shift, you will be emailed our protocols & must agree to follow them.**

- **Please designate a member of your group to be the safety monitor.** The safety monitor asks the health screening questions and oversees the sanitation of tools and safety equipment. Staff will train the safety monitor.

» *on the volunteer site*

- **When you arrive:**

- » You will be asked to complete a health screening each time you volunteer. Individuals who have been vaccinated should still complete the form since they might be carriers. **The form must be answered truthfully.**
 - The volunteer is not feeling sick and does not have a fever, body aches, cough, shortness of breath or difficulty breathing and
 - The volunteer has not come into close contact (within 6 feet) with someone who has confirmed COVID-19 diagnosis in the past 14 days.
 - Confirms that the volunteer understands and accepts the volunteer site safety protocols in this document.

- **During your volunteer shift:**

- » Masks/face coverings
 - On the build site and in ReStores, masks or face covering (*N95 mask, dust/pollen mask, face shield, cloth mask*) are required. This is to comply with the state of North Carolina's mask mandate
- » Wash your hands throughout your volunteer shift
 - In addition to port-a-johns, build sites have hand washing stations, sinks or spigots designated for handwashing with soap and paper towels
 - Use disinfectant spray on the surfaces in the restroom and hand washing station after each use
- » Maintain a minimum of 6' distance between yourself and other individuals
- » If working inside, work with windows and doors open to promote ventilation
- » Keep doors open as much possible to reduce touching doors, knobs and handles
- » Do not visit other areas of the construction site or ReStore unless it is necessary
- » Tools
 - Tools will be cleaned with disinfectant spray before you arrive
 - When on site, work with staff to gather the tools and materials you will need to perform your tasks; plan as much as possible to reduce the need to move throughout the build site
 - Refrain from sharing tools with others

» *on the volunteer site* (continued)

- If working as a team (*like cut person and installer*) designate tasks and stick to them, switching duties as little as possible
- Clean tools periodically throughout the day using sanitizing spray
- At the end of the day, please gather up your tools, lay them out and spray them

» Personal Protective Equipment

- You will be provided with eye protection and hard hats; please keep track of them
- Sanitizing spray will be available to clean them before and after use
- At ReStores, gloves are available if needed

» Breaks/Water/Lunch

- Maintain physical distancing during all breaks; consider eating lunch in your vehicle
- Sharing of food is discouraged
- If groups are providing food, boxed lunches or single serve wrapped snacks are strongly encouraged. If food is served from a communal source (*pizza, taco bar, barbeque, buffet lines*), there should be designated servers to reduce the number of people handling serving utensils.

• **Reporting symptoms or issues on-site:**

- » If you start to feel sick or have any symptoms on-site
 - Stop working immediately
 - Sanitize your area and/or protective equipment and tools
 - Let your group leader and your site supervisor know
 - Leave the volunteer site with the least amount of contact possible

• **When you finish volunteering:**

- » Clean up the build site and sanitize your tools and surfaces
- » Wash your hands before leaving the volunteer site