

COVID-19 PROCEDURE



Customer/Client Checklist Prior to Attending Site

Checklist Prior to Attending Site	NO	YES
Are there any persons at the property that have been diagnosed with the COVID-19 (Coronavirus)?	<input type="checkbox"/>	<input type="checkbox"/>
Are there any persons at the property that have arrived from overseas in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
Are there any persons at the property that are in isolation?	<input type="checkbox"/>	<input type="checkbox"/>
Are there any persons at the property that are unwell and could potentially have COVID-19 (difficulty breathing, coughing, cold like symptoms)?	<input type="checkbox"/>	<input type="checkbox"/>
Are there any persons at the property that have been in contact with anyone with COVID-19?	<input type="checkbox"/>	<input type="checkbox"/>

If **YES** is answered to any of the above questions no employee/subcontractor is to visit/attend this property without prior approval from management. The section below is to be completed to identify specific controls put in place over and above the COVID-19 procedure.

Specific controls to implement due to risks identified above:

Management approval for the above controls: Yes No

Signed:

Date:

Note: If verbal approval is given over the phone, make note of date and time.

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