

Carrollwood Window and Door is closely monitoring the outbreak of the Coronavirus (COVID-19) and the impact it is having on everyone in our community. The health and safety of our customers, our employees and everyone we come in contact with is our top priority. We want you to feel confident that we are taking the necessary steps in response to the situation. Please see the following:

- Personal protective gear has been provided for all employees. Instruction has been given as to how the gear is to be properly worn and maintained.
- All employees have been briefed on the importance of good hygiene. This includes frequent and thorough hand washing with warm soap and water or alcohol- based hand sanitizer.
- Our staff has also been advised to stay home if they have any health concerns or are feeling under the weather. Always avoid contact with people who are sick, coughing or sneezing. Exercise social distancing.
- Measures have been taken above and beyond the normal cleaning and disinfecting protocols to ensure all areas are safe and disinfected.
- **All** tools and equipment used on the job sites are to be cleaned and disinfected after use and prior to the next job. **No** tools or equipment will be introduced into a customer's home or job site unless it has been thoroughly cleaned and disinfected.
- PPE- to include masks, and gloves is to be worn at all times when in contact with building officials, superintendents, and homeowners.

Rest assured the safety of our customers and our employees is of paramount importance. All efforts are being made to exceed guidelines put forth by the CDC when dealing with the Covid 19 outbreak.