



Update to our Health and Safety Standards at Ridgewood Moving Services as of November 5, 2020



In our effort to protect the health and well being of our team, customers and community, the following updated procedures will be required:

- Ensure that individuals at our office and out in the field will maintain at least six feet of distance from others to the maximum extent possible
- Ensure that employees and visitors wear masks when entering the worksite, except when an employee is at their workstation.
- Provide face masks for their employees
- Provide approved sanitization materials to employees and visitors at no cost to those individuals
- Ensure that employees practice hand hygiene and provide sufficient break time for that purpose
- Routinely clean and disinfect all high-touch areas in accordance with DOH and CDC guidelines includes our office area and truck cabs and equipment
- Conduct daily health checks, such as temperature screenings, visual symptom checking, self-assessment checklists, and/or health questionnaires, prior to each shift, consistent with CDC guidance
- Email our standard health checklist to prospective customers prior to in house appointments and request the returned signed document
- Email our standard checklist to our moving customers prior to move and request the returned signed document
- Exclude sick employees from the workplace and follow requirements of applicable leave law
- Promptly notify employees of any known exposure to COVID-19 at the worksite