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| seal | COMMONWEALTH OF MASSACHUSETTS  EXECUTIVE OFFICE OF  ENERGY AND ENVIRONMENTAL AFFAIRS  **DEPARTMENT OF ENERGY RESOURCES**  100 CAMBRIDGE ST., SUITE 1020  BOSTON, MA 02114  Telephone: 617-626-7300  Facsimile: 617-727-0030 | |  | |
| **Charles D. Baker**  Governor  **Karyn E. Polito**  Lt. Governor |  | **Kathleen A. Theoharides**  Secretary    **Patrick Woodcock**  Commissioner | |

May 29, 2020

Dear Home MVP contractor:

In light of the Baker Administration’s recent announcement of a phased re-opening of the Massachusetts economy beginning May 18, 2020, **we are writing to provide information and links to requirements and guidance pertaining to safely conducting activities under Home MVP.** These requirements and guidance will remain in effect until further notice.

1. **Safety Standards for Construction:** All work conducted under Home MVP must **comply with the Phase 1 guidance for construction projects** as provided at [https://www.mass.gov/lists/safety-standards-for-construction](about:blank). These standards are outlined in the Construction Checklist available at [https://www.mass.gov/lists/safety-standards-for-construction](about:blank).
2. **Requirements by May 25:** Please note that all operating businesses in Massachusetts must meet a number of requirements, including adopting a written control plan and designating a COVID-19 safety officer**:**
   1. **Written Plan:** Each business must develop a written control plan outlining how its business will meet mandatory safety standards for operation. A plan template is available at [https://www.mass.gov/doc/covid-19-reopening-control-plan-template/download](about:blank). Additional requirements are available at [https://www.mass.gov/info-details/reopening-massachusetts](about:blank).
   2. **COVID-19 safety officer requirements:** Each business must designate a COVID-19 safety officer. For sites with 5 or less workers on-site, the COVID-19 officer does not need to be onsite, but shall be in daily contact with each site to ensure that the contractor and all subcontractors are in full compliance with safety guidance. The COVID-19 safety officer shall prepare a written daily report covering all the small sites in each city or town and make a copy of that report available to a municipal official and/or the owner of the residence upon request. Full details of the COVID-19 safety officer requirements, as well as other requirements, are outlined in the Construction Checklist: [https://www.mass.gov/doc/construction-checklist/download](about:blank)
3. **Virtual Home Energy Audits:** DOER recommends that contractors employ virtual home energy audits where possible, in order to minimize in-person interactions. Keep in mind that CLEAResult needs sufficient documentation in order to complete the project approval process.
4. **Virtual Quality Control Inspections:** In order minimize in-person interactions and facilitate final project approval and payment to contractors, CLEAResult will continue to utilize remote or virtual quality control procedures wherever feasible.

More information on the Massachusetts reopening can be found at [https://www.mass.gov/info-details/reopening-massachusetts](about:blank). General guidance on COVID-19 prevention is at [https://www.mass.gov/info-details/covid-19-prevention-and-treatment](about:blank) and includes:

* Practice social distancing; try to stay six feet away from others.
* Wash your hands often with soap and water for at least 20 seconds.
* Avoid touching your eyes, nose and mouth.
* Clean things that are frequently touched (like doorknobs and countertops) with household cleaning spray or wipes.
* Cover your mouth when you cough or sneeze. Use a tissue or your inner elbow, not your hands. Stay home if you are sick and avoid close contact with others.
* Wear a face covering that covers your nose and mouth consistent with the DPH advisory: [https://www.mass.gov/news/advisory-regarding-face-coverings-and-cloth-masks](about:blank)

Economic resources available for small businesses are listed on the state website here: https://www.mass.gov/info-details/covid-19-resources-and-guidance-for-businesses.

In addition, resources compiled by Mass Save, including a link to a webinar that details available resources, are at [https://www.masssave.com/en/covid19-update/contractor-resources](about:blank).

We recognize that these are difficult times.  If we learn of any updates or additional resources, we will let you know.  If you have questions in the interim please reach out to me at [Ian.finlayson@mass.gov](about:blank) or to your contacts at CLEAResult.

Stay healthy,

Ian Finlayson

Deputy Director

Energy Efficiency Division

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