



Employee-Owned

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CSG Inspections Protocol when NO protocols are in place for your City/County of Work

CSG would like to ensure the safety of its employees and clients and avoid the potential spread of COVID-19. Please follow the policy of the jurisdiction in which you are performing inspections, and please forward those procedures, emails or documents to your CSG supervisor.

If you have not been given direction from the jurisdiction in which you work, please let your supervisor know as soon as possible. If the jurisdiction is relying on CSG for direction, please use these Best Management Practices (BMP) when performing inspections. Please note, these processes and procedures are constantly and rapidly changing, and may be revised in the near future.

- Wear and use your Personal Protective Equipment (PPE), mask, gloves, sanitizer, etc. If none are available in the jurisdiction, contact your CSG supervisor. Inspections should be performed alone, with no passengers in your vehicle. Avoid touching anything unnecessary and do not use any tools, pens, or other equipment that are not your own. Dispose of or sanitize your gloves before entering your vehicle.
- Keep your “social distancing” of 6’-10’ when performing inspections.
- Avoid entering an occupied residential home for inspections (HVAC, Water Heater, additions, etc.). Check with the jurisdiction/Building Official to determine if they are postponing these inspections or if they have another process. If it is an essential inspection for life safety, wear your PPE’s and have the residents leave the area and avoid any contact with them. Ask the resident or contactor to expose any areas that may need inspection and avoid touching any surfaces.
- If virtual inspections are available (Facetime, Skype, photos, etc.), do your best to perform the inspection. Inform the jurisdiction that extra time may be required if these types of inspections are allowed. Do not approve an inspection that has not been properly observed.
- Exterior only inspections (re-roofs, solar PV, electrical release, etc.) can be performed if social distancing and PPE’s are used.
- Inspections of newly constructed SFR’s are allowed if social distancing and PPE’s are used, since the house is not currently occupied.
- Use your judgment and discretion in dealing with more complex situations and contact your supervisor or Building Official for direction. You are authorized not to perform the inspection if you deem the situation unsafe.

These BMP’s are geared toward residential inspections; check with the jurisdiction regarding commercial inspections. Use caution and your best judgment when confronted with a questionable situation, if you don’t feel comfortable, contact your supervisor.

Again, follow the jurisdiction’s guidelines. These BMP’s provide guidance if there is no clear direction in your jurisdiction(s).

If you have any questions, please contact your direct CSG supervisor!

Thanks, and stay safe,