Weatherization Grantee Health and Safety Plan
Optional Template

☑ POLICY SUBMITTED WITH PLAN
1.0 – GENERAL INFORMATION

Grantees are encouraged to enter additional information here that does not fit neatly in one of the other sections of this document.

2.0 – BUDGETING

Grantees are encouraged to budget Health & Safety (H&S) costs as a separate category and, thereby, exclude such costs from the average cost per unit cost (ACPU) limitation. This separate category also allows these costs to be isolated from energy efficiency costs in program evaluations. Grantees are reminded that, if H&S costs are budgeted and reported under the program operations category rather than the H&S category, the related H&S costs must be included in the calculation of the ACPU and cost-justified through the approved energy audit.

Select which option is used below.

Separate Health and Safety Budget ☑	Contained in Program Operations ☐

3.0 – HEALTH AND SAFETY EXPENDITURE LIMITS

Pursuant to 10 CFR 440.16(h), Grantees must set H&S expenditure limits for their Program, providing justification by explaining the basis for setting these limits and providing related historical experience.

Low percentages should include a statement of what other funding is being used to support H&S costs, while larger percentages will require greater justification and relevant historical support. It is possible that these limits may vary depending upon conditions found in different geographical areas. These limits must be expressed as a percentage of the ACPU. For example, if the ACPU is $5,000, then an average expenditure of $750 per dwelling would equal 15 percent expenditures for H&S.

15 percent is not a limit on H&S expenditures but exceeding this amount will require ample justification. These funds are to be expended by the Program in direct weatherization activities. While required as a percentage of the ACPU, if budgeted separately, the H&S costs are not calculated into the per-house limitation. DOE strongly encourages using the table below in developing justification for the requested H&S budget amount. Each H&S measure the Grantee anticipates addressing with H&S funds should be listed along with an associated cost for each measure, and by using historical data the estimated frequency that each measure is installed over the total production for the year.

It is also recommended reviewing recent budget requests, versus expenditures to see if previous budget estimates have been accurate. The resulting "Total Average H&S Cost per Unit" multiplied by the Grantee's production estimate in the Annual File should correlate to the H&S budget amount listed in the Grantee's state plan.

Should a Grantee request to have more than 15 percent of Program Operations used for health and safety purposes, DOE will conduct a secondary level of review. DOE strongly encourages use of this H&S template and matrix to help expedite this process.

Health & Safety Measures

Health & Safety Measures	Average Cost	Frequency	Total
Heating System Replacement	$4,609.00	9.09%	$418.96
Water Heater Replacement	$463.99	7.00%	$32.48
AC for Cool room	$298.67	2.00%	$5.97
Fix Insufficient Clearance from Combustibles	$70.68	4.60%	$3.25
Fix Gas Leak Present	$121.31	6.30%	$7.64
Relocate Thermostat	$114.09	0.50%	$0.57
Fix Any Other Venting Related Problem (Water Heat)	$474.71	1.00%	$4.75
Supply Temperature Adjustment Needed (Water Heat)	$13.92	82.00%	$11.42
Pressure Relief Piping Needed	$29.60	77.00%	$22.79
Fix Water Leak Present	$137.45	24.00%	$32.99
CO/Smoke Detector is Needed	$73.00	84.20%	$61.47
Pest Control	$288.97	8.00%	$23.12
Address Wood Stove/Fireplace Present	$158.24	1.60%	$2.53
Fix Improper Venting (Wood Stove/Fireplace)	$158.24	4.00%	$6.33
Fix Improper Venting (Clothes Dryer)	$64.98	57.00%	$37.04
Install Bathroom Exhaust Fan (ASHRAE)	$662.43	100.00%	$662.43
Fix Improper Venting of Bathroom Exhaust Fan	$64.56	27.00%	$17.43
Install Kitchen Exhaust Fan	$175.04	10.70%	$18.73
Fix Improper Venting Kitchen Exhaust Fan	$195.83	8.60%	$16.84
Fix Wiring Problems (Attic)	$392.36	34.20%	$134.19
Practice Lead Safe Weatherization (Walls)	$108.65	14.70%	$15.97
Vapor Barrier Needed (Basement/Crawlspace)	$531.07	21.25%	$113.02
Fix Plumbing Leaks (Basement/Crawlspace)	$103.45	7.90%	$8.17
Remove Unvented Space Heater	$52.75	0.90%	$0.51
Fix Limit Control Not Working	$218.36	0.50%	$1.09
Adjusted Average:			$1,659.70

Total Average H&S Cost Per Unit	$1,659.70
Enter Estimated Production (Annual File: IV.2 WAP Production Schedule)	559
Enter Estimated Program Operations Budget	$4,284,501
H&S Budget (Total Average H&S Cost Per Unit * Estimated Production)	$927,775
Requested H&S Percentage Per Unit (H&S Budget/Program Operations)	17.80%

4.0 – Incidental Repair Measures

If Grantees choose to identify any H&S measures as incidental repair measures (IRMs), they must be implemented as such under the Grantee's weatherization program in all cases – meaning, they can never be applied to the H&S budget category. In order to be considered IRMs, the measure must fit the following definition and be cost justified along with the associated efficiency measure;

Incidental Repairs means those repairs necessary for the effective performance or preservation of weatherization materials. Such repairs include, but are not limited to, framing or repairing windows and doors which could not otherwise be caulked or weather-stripped and providing protective materials, such as paint, used to seal materials installed under this program. (10 CFR 440 "Definitions")

Incidental repairs are those repairs necessary for the effective performance or preservation of weatherization materials. Such repairs include, but are not limited to, framing or repairing windows and doors which could not otherwise be caulked or weather-stripped, and providing protective materials, such as paint used to seal materials or vapor barriers used to protect floor insulation installed under WAP. Except where explicitly cited in the *Installation Standards*, dwellings that require incidental repairs must have a site-specific computerized audit to ensure that the package of measures do not reduce the overall SIR to less than 1.0. Incidental repairs must be included in the SIR calculation. If the projected incidental repairs drop the SIR below 1.0 and there are no other non-federal funds to leverage, the dwelling must be deferred. The following repairs must be cost justified through a properly executed computerized audit:

A) Replacing deteriorated window or doors (for non-cost justified reasons)
B) Repairing minor roof leaks
C) Minor floor reinforcement
D) Minor ceiling reinforcement
E) Backing for wall insulation for an exterior closet (not knee walls)

5.0 – Deferral/Referral Policy

Deferral of services may be necessary if H&S issues cannot be adequately addressed according to WPN 17-07 guidance. The decision to defer work in a dwelling is difficult but necessary in some cases. This does not mean that assistance will never be available, but that work must be postponed until the problems can be resolved and/or alternative sources of help are found. If, in the judgment of the auditor, any conditions exist which may endanger the health and/or safety of the workers or occupants, the unit should be deferred until the conditions are corrected. Deferral may also be necessary where occupants are uncooperative, abusive, or threatening. Grantees must be specific in their approach and provide the process for clients to be notified in writing of the deferral and what conditions must be met for weatherization to continue. Grantees must also provide a process for the client to appeal the deferral decision to a higher level in the organization.

Grantee has developed a comprehensive written deferral/referral policy that covers both H&S, and other deferral reasons?

Yes ☑ No ☐

Where can this deferral/referral policy be accessed?

Subgrantees are required to have a deferral policy on file. Conditions requiring that a dwelling to be placed on deferral status shall include, but shall not be limited to:

A) The dwelling has been condemned or major dwelling mechanical systems have been "red tagged" by local or state code enforcement officials or utility providers and the system cannot be addressed with Health & Safety funds.
B) The dwelling structure or its mechanical systems, including electrical and plumbing, are in such a state of disrepair that failure is imminent and the conditions cannot be resolved cost-effectively.
C) The primary heating system at the dwelling is nonfunctioning or is functioning improperly and is deemed unsafe and must be replaced, or major repairs are needed and there are insufficient resources available.
D) Dangerous conditions exist due to high CO levels in combustion appliances which cannot be resolved within weatherization program guidelines.
E) Moisture problems are so severe they cannot be resolved within program guidelines.
F) Unsanitary conditions are present in the dwelling that may endanger the health and safety of dwelling occupants or weatherization personnel should weatherization work be performed.
G) Household members report documented health conditions that prohibit the installation of insulation and other weatherization materials.
H) Household members, guests, or pets maintained at the dwelling are uncooperative, abusive, or threatening to weatherization staff or contractors.
I) The extent and condition of lead-based paint or similar hazards in the dwelling may potentially create health and safety risks if weatherization work is performed.
J) Illegal activities are being conducted in the dwelling unit.

6.0 – Hazard Identification and Notification Form(s)

Documentation forms must be developed that include at a minimum: the client's name and address, dates of the audit/assessment and when the client was informed of a potential H&S issue, a clear description of the problem, a statement indicating if, or when weatherization could continue, and the client(s) signature(s) indicating that they understand and have been informed of their rights and options.

Documentation Form(s) have been developed and comply with guidance?	Yes ☑ No ☐
Client is informed of potential H&S issues at initial audit. Auditor gives H&S pamphlets and clients signs stating receipt and understanding.	

7.0 – Health and Safety Categories

For each of the following H&S categories identified by DOE:

- *Explain whether you concur with existing guidance from WPN 17-07 and how that guidance will be implemented in your Program, if you are proposing an alternative action/allowability, or if the identified category will not be addressed and will always result in deferral. Alternatives must be comprehensively explained and meet the intent of DOE guidance.*
- *Where an Action/Allowability or Testing is "required" or "not allowed" through WPN 17-07, Grantees must concur, or choose to defer all units where the specific category is encountered.*
- *"Allowable" items under WPN 17-07 leave room for Grantees to determine if the category, or testing, will be addressed and in what circumstances.*
- *Declare whether DOE funds or alternate funding source(s) will be used to address the particular category.*
- *Describe the explicit methods to remedy the specific category.*
- *Describe what testing protocols (if any) will be used.*
- *Define minimum thresholds that determine minor and major repairs*
- *Identify minimum documentation requirements for at-risk occupants*
- *Discuss what explicit steps will be taken to educate the client, if any, on the specific category if this is not explained elsewhere in the Plan. Some categories, like mold and moisture, require client education.*
- *Discuss how training and certification requirements will be provided for the specific category. Some categories, like Lead Based Paint, require training.*
- *Describe how occupant health and safety concerns and conditions will be solicited and documented*

Grantees may include additional H&S categories for their particular Programs. Additional categories must include, at a minimum, all of the same data fields as the DOE-provided categories. Two additional tables have been created to utilize.

7.1 – Air Conditioning and Heating Systems

Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑	Alternative Guidance ☐	Results in Deferral ☐		
Air Conditioning Unallowable Measure ☐ Heating Unallowable Measure ☐				
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
How do you address unsafe or non-functioning primary heating/cooling systems?				
These systems must be repaired or replaced prior to weatherization, or the home must be deferred.				
How do you address unsafe or non-functioning secondary heating systems, Including unvented secondary space heaters?				
Secondary systems must be repaired, replaced (vented systems) or removed (unvented systems) prior to weatherization or the home must be deferred. Clean and Tune of systems will be energy conservation or health and safety.				
Indicate Documentation Required for At-Risk Occupants: over 65 yrs, disabled, pre-existing conditions.				
We solicit information on health concerns from At-risk clients on the data collection form during the initial audit and the client self reports.				
Testing Protocols				
Evaluate Clean and Tune (ECT) performed on HVAC systems by a licensed HVAC professional, as warranted.				

Client Education
Client Education document contains information on heating and cooling systems.
Training
Subgrantee Auditors are training in diagnostic testing and visual inspection of HVAC systems.

7.2 - Asbestos - All
What is the blower door testing policy when suspected Asbestos Containing Material (ACM) is identified?
Where hazardous materials such as asbestos or vermiculite insulation exist that may be circulated, blower door diagnostics shall not be performed.

7.2a – Asbestos - in siding, walls, ceilings, etc.				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
How do you address suspected ACM's in siding, walls, or ceilings that will be disturbed through the course of weatherization work?				
testing and removal where performed by an appropriately trained or AHERA certified asbestos control professional; deferral if this is not an option. This is done on case-by-case basis.				
Testing Protocols				
See above.				
Client Education				
Contained in client education document.				
Training and Certification Requirements				
Weatherization crews must take asbestos class 3 operation and maintenance class with refresher course yearly.				

7.2b – Asbestos - in vermiculite				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
How do you address suspected ACM's in vermiculite that will be disturbed through the course of weatherization work?				
testing and encapsulation where performed by an appropriately trained or AHERA certified asbestos control professional; deferral if this is not an option.				
Testing Protocols				
See above.				
Client Education				
Contained in client education document.				
Training and Certification Requirements				
Weatherization crews must take asbestos class 3 operation and maintenance class with refresher course yearly.				

7.2c – Asbestos - on pipes, furnaces, other small covered surfaces				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
How do you address suspected ACM's (e.g., pipes, furnaces, other small surfaces) that will be disturbed through the course of weatherization work?				
testing/treating/encapsulation or removal where performed by an appropriately trained or AHERA certified asbestos control professional on a case-by-case basis.				
Testing Protocols				
See above.				
Client Education				
Contained in client education document.				
Training and Certification Requirements				
Weatherization crews must take asbestos class 3 operation and maintenance class with refresher course yearly.				

7.5 – Biologicals and Unsanitary Conditions (odors, mustiness, bacteria, viruses, raw sewage, rotting wood, etc.)				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
		Unallowable Measure ☐		
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
What guidance do you provide Subgrantees for dealing with biological and/or unsanitary conditions in homes slated for weatherization?				
This is contained in NC WAP SWS section 5520: Biological Hazards and Poor Sanitation				
Testing Protocols				
Testing conducted as needed to verify hazards.				
Client Education				
Contained in client education document; clients are notified if these conditions exist.				
Training				
Weatherization workers are trained to identify these conditions and take appropriate action.				

7.6 – Building Structure and Roofing				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☐	LIHEAP ☐	State ☐	Utility ☑	Other ☑

What guidance do you provide Subgrantees for dealing with structural issues (e.g., roofing, wall, foundation) in homes slated for weatherization?
Only very minor structural issues are allowable, otherwise dwelling is deferred problem(s) are corrected using other funding.
How do you define "minor" or allowable structure and roofing repairs, and at what point are repairs considered beyond the scope of weatherization?
Only repairs under 10 square feet are allowable as an incidental repair and must be cost justified with a computer audit. Larger repairs require deferral until corrections are made with other funding.
If priority lists are used, and these repairs are designated as Incidental Repairs, at what point is a site-specific audit required?
See above.
Client Education
Contained in client education document; clients are notified if these conditions exist.
Training
Auditors are trained to identify structural issues at the initial audit.

7.7 – Code Compliance				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☑
What guidance do you provide Subgrantees for dealing with code compliance issues in homes receiving weatherization measures?				
Correction of preexisting code compliance issues is not an allowable cost other than where weatherization measures are being conducted.				
What specific situations commonly trigger code compliance work requirements for your network? How are they addressed?				
Situations where weatherization measures are conducted that would affect electrical wiring, plumbing, or HVAC appliances.				
Client Education				
Contained in client education document; clients are notified if code conditions exist.				
Training				
Auditors are trained on how to identify code compliant construction.				

7.8 – Combustion Gases				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
Testing Protocols				
How are crews instructed to handle problems discovered during testing, and what are the specific protocols for addressing hazards that require an immediate response?				

Crews are trained to comply with BPI standards regarding problems during testing and the protocols for addressing hazards, including Combustion Safety Test Action Levels.
Client Education
Contained in client education document; clients are notified immediately if problems are found with combustion appliances.
Training
Auditors, final inspectors, and crew leaders receive classroom and ongoing in-field training on combustion safety testing

7.9 – Electrical				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☑
What guidance do you provide Subgrantees for dealing with electrical hazards, including knob & tube wiring, in homes slated for weatherization?				
NC SWS provides detailed guidance on this in section 5640.				
How do you define "minor" or allowable electrical repairs, and at what point are repairs considered beyond the scope of weatherization?				
Minor electrical repairs are typically those costing less than 1000.00. Electrical repairs over this amount may be deferred if a lack of health and safety dollars to make major electrical repairs. Handled on case-by-case basis.				
If priority lists are used, and these repairs are designated as Incidental Repairs, at what point is a site-specific audit required?				
These repairs are designated as Health and Safety repairs, and are not subject to a site specific (computer) audit.				
Client Education				
Clients are notified at initial audit if any electrical hazards exist and what the course of action will be.				
Training				
Auditors are trained to identify potential electrical hazards.				

7.10 – Formaldehyde, Volatile Organic Compounds (VOCs), Flammable Liquids, and other Air Pollutants				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☐	Other ☑
What guidance do you provide Subgrantees for dealing with formaldehyde, VOCs, flammable liquids, and other air pollutants identified in homes slated for weatherization?				
Guidance is provided in section 5440 of the NC SWS, as well as ongoing in-field training.				
Testing Protocols				
Auditors are trained to identify pollutants and take the appropriate action.				
Client Education				
Clients are notified at initial audit if any pollutants exist and what the course of action will be.				
Training				

7.11 – Fuel Leaks *(please indicate specific fuel type if policy differs by type)*				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
Remediation Protocols				
Leaks must be repaired by a licensed professional.				
How do you define allowable fuel leak repairs, and at what point are repairs considered beyond the scope of weatherization?				
Minor leak repairs under 1000.00 are allowable. Major leaks may only be repaired using other funding or home must be deferred.				
Client Education				
Contained in “Be Energy Smart” client education document.				
Training				
Auditors are trained to identify fuel leaks on an ongoing basis.				

7.12 – Gas Ovens / Stovetops / Ranges				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
What guidance do you provide Subgrantees for addressing unsafe gas ovens/stoves/ranges in homes slated for weatherization?				
NC WAP SWS section 6520 addresses this.				
Testing Protocols				
NC WAP SWS section 6520 addresses this.				
Client Education				
Contained in “Be Energy Smart” client education document.				
Training				
Auditors are trained to address these appliances as part of required combustion safety testing.				

7.13 – Hazardous Materials Disposal [Lead, Refrigerant, Asbestos, Mercury (including CFLs/fluorescents), etc.] *(please indicate material where policy differs by material)*				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☐	Other ☐

Client Education
Contained in client education document.
Training
Auditors and crews are trained on disposal of such materials
Disposal Procedures and Documentation Requirements
NC WAP SWS addresses this in multiple sections. Documentation of proper disposal must be in every client file.

7.14 – Injury Prevention of Occupants and Weatherization Workers (Measures such as repairing stairs and replacing handrails)				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☐	Other ☐
What guidance do you provide Subgrantees regarding allowable injury-related repairs (e.g., stairs, handrails, porch deck board)?				
NC WAP SWS section 5550 addresses this.				
How do you define "minor" or allowable injury prevention measures, and at what point are repairs considered beyond the scope of weatherization? Quantify "minor" or allowable injury prevention measures.				
From NC WAP SWS section 5550: "Minor repair shall be allowable to secure steps and handrails where such actions are necessary to effectively weatherize the dwelling. Measures deemed unnecessary or excessive shall be prohibited."				
Training				
Auditors and crews are trained on injury prevention on a regular basis; monthly safety meetings are required.				

7.15 – Lead Based Paint				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
Safe Work Protocols				
NC WAP SWS addresses this section 2420.				
Testing Protocols				
NC WAP SWS addresses this section 5200 and 5660.				
Client Education				
Contained in "Be Energy Smart" client education document.				
Training and Certification Requirements				
Described in NC WAP SWS section 2420				
Documentation Requirements				

A renovator of record certification must be in any client file where lead safe work occurred

7.16 – Mold and Moisture (Including but not limited to: drainage, gutters, down spouts, extensions, flashing, sump pumps, dehumidifiers, landscape, vapor retarders, moisture barriers, etc.)				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
What guidance do you provide Subgrantees for dealing with moisture related issues (e.g., drainage, gutters, down spouts, moisture barriers, dehumidifiers, vapor barrier on bare earth floors) in homes slated for weatherization?				
NC WAP SWS section 5700 addresses this.				
How do you define "minor" or allowable moisture-related measures, and at what point is work considered beyond the scope of weatherization?				
Mold and/or moisture issues under 10 square feet may be remediated. Larger problems are beyond the scope of weatherization.				
Client Education				
Contained in client education document.				
Training				
Auditors are trained to identify these types of hazards on an ongoing basis.				

7.17 – Pests				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
What guidance do you provide Subgrantees for dealing with pests and pest intrusion prevention in homes slated for weatherization?				
Contained in client education document.				
Define Pest Infestation Thresholds, Beyond Which Weatherization Is Deferred				
NC WAP SWS section 5530 addresses; thresholds are defined on a case-by-case-basis; recurring treatment plans are not an allowable expense.				
Testing Protocols				
Visual inspection for pests or pest waste prior to diagnostic testing (blower door) is required.				
Client Education				
Contained in "Be Energy Smart" client education document.				
Training				
Auditors are trained to identify these types of hazards.				

7.18 – Radon
Concurrence, Alternative, or Deferral

Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
What guidance do you provide Subgrantees around radon?				
NC WAP SWS section 5670 addresses this. Radon pamplet provided to client at initial audit and sign receipt.				
Testing Protocols radon testing allowed in Radon Zones 1&2.				
Client Education				
Contained in client education document.				
Training and Certification Requirements				
Auditors are trained on this topic during monitoring visits and as part of other certifications and trainings.				
Documentation Requirements				
Radon testing is allowable in RADON Zones 1 and 2 in North Carolina. Mitigation is not an allowable expense .				

7.19 – Safety Devices: Smoke and Carbon Monoxide Alarms, Fire Extinguishers				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☐
What is your policy for installation or replacement of the following:				
Smoke Alarms: Described in NC WAP SWS section 5631				
Carbon Monoxide Alarms: Described in NC WAP SWS section 5621				
Fire Extinguishers: Described in NC WAP SWS section 5630				
Testing Protocols				
All alarms tested and replaced or installed as needed. Fire Extinguishers are allowed on a case by case basis where solid fuel burning appliances are present.				
Client Education				
Contained in client education document.				
Training				
Auditors are trained to identify safety device needs in the dwelling.				

7.20 – Occupant Health and Safety Concerns and Conditions				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☐	Other ☐
What guidance do you provide Subgrantees for soliciting the occupants' health and safety concerns related to components of their homes?				
Contained in client education document; Subgrantee applications also direct clients to list any safety and/or health issues. Agency documents at risk client info in client file.				

What guidance do you provide Subgrantees for determining whether occupants suffer from health conditions that may be negatively affected by the act of weatherizing their home?
See above.
What guidance do you provide Subgrantees for dealing with potential health concerns when they are identified?
Subgrantees are trained to immediately notify clients of potential health concerns as soon as they are discovered.
Client Education
Contained in client education document.
Documentation Form(s) have been developed and comply with guidance? Yes ☑ No ☐

7.21 – Ventilation and Indoor Air Quality				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☐	Utility ☑	Other ☑
Identify the Most Recent Version of ASHRAE 62.2 Implemented (optional: identify Addenda used)				
ASHRAE 62.2 2016				
Testing and Final Verification Protocols				
Described in NC WAP SWS sections 5800-5820.				
Client Education				
Contained in client education document				
Training				
Auditors are trained on ventilation and indoor air quality on an ongoing basis.				

7.22 – Window and Door Replacement, Window Guards				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☑	Utility ☑	Other ☐
What guidance do you provide to Subgrantees regarding window and door replacement and window guards?				
NC WAP SWS addresses this in sections 9250-9271.				
Testing Protocols				
See above.				
Client Education				
Contained in client education document.				
Training				
Crews and auditors are trained on how to address window and door sealing and repair or replacement.				

7.23 – Worker Safety (OSHA, etc.)				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☑		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☑	LIHEAP ☑	State ☑	Utility ☐	Other ☐
How do you verify safe work practices? What is your policy for in-progress monitoring?				
OSHA "confined space" safety sheets were designed by NC WAP and are required as part of weatherization. NC WAP requires at least one "in-progress" dwelling is inspected on every monitoring visit. Subgrantees are required to have at least one documented safety meeting per month.				
Training and Certification Requirements				
OSHA 10 hour or 30 hour safety classes are suggested but not required.				

7.24 – <Add in Topic>				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☐		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☐	LIHEAP ☐	State ☐	Utility ☐	Other ☐
Remediation Protocols				
7.1 At Risk Clients: definition will apply PY20 HVAC installs in absence safe HVAC/or safely operating HVAC.				
Client Education See Attached document in PAGE				
Training:	New auditors trained on H&S guidelines listed in Field Standards by: CHP trainer, Prog Mgr, State Monitors, and at state WAP conferences.			

7.24 – <Add in Topic>				
Concurrence, Alternative, or Deferral				
Concurrence with Guidance ☐		Alternative Guidance ☐		Results in Deferral ☐
Funding				
DOE ☐	LIHEAP ☐	State ☐	Utility ☐	Other ☐
Remediation Protocols				
Testing Protocols				
Client Education				
Training				