



## Entry Pre-Screening Checklist

In order to protect the health of our Employees and the community, mandatory pre-screening will occur before any Employee enters any personal property for an inspection of any enclosed space.

The Property Owner (and the Contractor where applicable) shall complete the mandatory pre-screening prior to an inspection.

The following questions will be asked. It is the Employee's responsibility to record the following information:

Property Entry Screening Record If <b>Yes</b> to any of the following questions <b>Do Not Enter</b> .	
Date of Entry:	
Roll Number:	
Property Address:	
Name of Property Owner:	
Name of Contractor (if applicable):	
Has anyone recently traveled out of the country or been in contact with a person who has traveled out of the country in the last 14 days?	Yes No
Does anyone in your household have a new cough, shortness of breath or a sore throat?	Yes No
Has anyone recently had a fever or chills? (Above 38°C/ 100.4°F)	Yes No
Has anyone in the household been in contact with any person who have displayed any signs of sickness?	Yes No
<p><b>Note:</b> Prior to scheduling an inspection in the presence of others, the Employee/Chief Building Official (CBO) shall confirm that no person in the area where the inspection is to be carried out are known to be ill or not feeling well and that the appropriate "social distancing" will be respected during the inspection. This confirmation shall be received both in advance of scheduling the inspection, and again on site, prior to undertaking the inspection. This shall include contractors.</p>	

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date