INTRODUCTION

Further to the ongoing Covid-19 Pandemic, IRS have produced this formal report providing our Advice and Guidance in line with the most recent update of the REHVA Covid-19 Guidance (Version 4.0, released 17th November 2020).

This should provide building operators with sufficient information to understand how to safely continue to use HVAC equipment, however, we would be more than happy to discuss with you in greater detail should you require, either on the phone, on site or via Teams.

PPM COMPLIANCE

IRS will continue to provide our PPM services directly in line with SFG20 requirements and our existing contract agreements as prior to Covid-19, however, will take the following additional steps as recommended within the REHVA Guidance.

Clause 4.8 within the REHVA guidance details that additional unit servicing and/or air filter changes over and above existing PPM schedules are not required, and we will therefore continue to provide our PPM services directly in line with SFG20 requirements and our existing contract agreements as prior to Covid-19.

However, Clause 4.9 Safety Procedures for Maintenance Personnel does highlight that our operatives are at greater risk when carrying out some of this servicing, and we therefore have instructed them and provided them with the required equipment to follow the additional steps listed below.

**AHU Maintenance**

* All units to be turned off and isolated before carrying out any service works.
* Engineers to wear respiratory protection masks, FFP2 grade or higher.
* When replacing filters, also wear disposable coats and gloves.
* All removed filters to be placed in a sealed bag ready for offsite disposal.

**DX & Chilled Water Air Conditioning FCU Maintenance**

* Engineers to wear respiratory protection masks, FFP2 grade or higher.
* Any disposable type filters to be removed and placed in a sealed bag ready for offsite disposal.
* Any cleanable type filters to be vacuumed clean and sprayed with suitable disinfectant before being refitted to the unit.