

IXL'S COVID-19 EXPOSURE CONTROL PLAN

Training Car Procedures

- Minimizing recycled air in the vehicle and maintaining fresh air.
- PPE (Personal Protective Equipment) Requirements:
 1. Non-surgical grade face masks
 2. Alcohol based sanitizer above 70%
 3. Sanitization process before and after touching storage and disposable containers.
 4. Professional sanitization done before and after lessons and road tests, using a sanitization labelling system.
- Sanitizing the training vehicle with alcohol-based sanitizer above 70%, between every lesson with IXL's checklist:
 1. Door handles in-and-out
 2. Full interior door
 3. Seatbelts and Seat
 4. Console
 5. Control panel
 6. Signals
 7. Wipers
 8. Shifter
 9. Seat adjustments
 10. Mirror adjustments
 11. Steering wheel
 12. Switches and controls

Office Procedures

IXL's office is closed to the public. IXL is still implementing the Covid-19-protocol within our office space to keep the administrator and owners safe for the public.

- Daily sterilization of all items handled: computers, printer, desk, handles, bathroom, light switches and floors.
- Gloves and proper cleaning supplies are located in all areas.
- IXL's office is closed to the public.
- Parcels are being quarantined for 72 hours before handling.