



Snow and Ice Removal Priorities

Risk Reminder November 2017

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Winter weather has arrived! The first priority of any facility should be to ensure accessibility for people, including those with disabilities. Access areas include ramps, parking spots, connecting sidewalks, bus parking areas, and service or classroom buildings. Subsequent priorities for snow removal include:

1. Sidewalks, stairways, bus shelters, and commuter and staff parking lots
2. Patron parking lots
3. Fire lanes, bus turn-ins, and heavily used service drives
4. Delivery ramps and loading docks
5. Event parking lots

If regular hours of operation are canceled, priorities should shift to providing staff access to essential services, which include:

1. Parking lots and sidewalks serving essential services buildings
2. Fire lanes
3. Remaining commuter and staff parking lots and building entrances
4. Remaining sidewalks, bus turn-ins and shelters, and service roads
5. Event parking

Appropriate snow removal efforts for parking lots should commence as soon as possible. Sidewalks and walking paths should be kept clear of all snow through regular shoveling. Appropriate traction, such as sand or grit, should also be applied. It is important to keep ice under control by inspecting for accumulation regularly and taking appropriate removal methods.

Every facility has certain spots where snow accumulates in greater volumes or which ice up faster or easier than others. Areas that remain in shadows throughout the day can be especially hazardous. These spots should be checked hourly so appropriate measures may be taken as needed. Use appropriate signage, where possible, to warn pedestrians of any possible hazards.

During after-hour events, the same procedures should be followed before the arrival of patrons/participants.

