



Enriching Lives &
Connecting Communities

Hazardous Conditions

Property Management
Policy No. 12030

Revision Date: November 18, 2013
Last Revised: January 24, 2011

Policy Statement

All Property Management personnel of Richland County Recreation Commission are responsible for reporting any potentially hazardous conditions found in any park to their immediate supervisor.

Guidance:

1. After this situation has been isolated, a report must be made as soon as possible to the employee's immediate supervisor.
2. If the situation can be corrected immediately and is done so, then note the incident using the Property Management Park Inspection Form and submit with weekly reports.
3. Any hazardous emergency or situation should be reported to your immediate supervisor.
4. Failure to make such a report may result in disciplinary action according to Human Resources Policy No. 042.

ADOPTED BY RICHLAND COUNTY RECREATION COMMISSION BOARD

BOARD MEETING DATE: November 18, 2013
(Date Approved)

APPROVED: J. Marie Green
J. Marie Green, Chair

For more information about this policy, contact the Executive Department.