

**UNIVERSITY OF TOLEDO
FACILITIES AND CONSTRUCTION**

Section:	Grounds	Procedure Number:	G-01
Subject:	Snow Removal	Effective Date:	January 1980
		Revised Date:	December 2019
Facilities Officer:	<i>Brian P. Polky</i>	Reviewed Date:	December 2019

Standard Operating Procedure

Procedures to remove snow or ice from roads; walks and parking lots will commence when significant accumulation develops or when such conditions warrant.

Purpose

To promote a safe environment and to ensure access for patients, visitors, students, and staff.

Procedure

1. When snow or ice or other unsafe conditions develop, Campus Police will notify the Lead Groundskeeper or designee. The Grounds Manager or designee will call in the snow removal crew following the accepted call-in procedure and list compiled by the Grounds Manager or designee.
2. The snow removal crew will first remove snow and then salt to control ice following these general priorities with consideration given to campus activities such as shift changes, special meetings, etc.
 - a. Primary access roads, walks and parking lots normally used by ambulance crews, patient, and visitors, which provide direct access into buildings.
 - b. Walks and parking lots used by students and staff, which provide direct access into buildings.
 - c. Secondary roads, walks, and parking lots, which provide indirect, access into buildings.
 - d. Fire and secondary means of egress as listed herein:
 - 1) Collier – Ravine Doors
 - 2) Commons-Secondary Entrances/Fire doors at Hotel Conference Center
 - 3) Hospital Est Doors-under canopy headed to plaza
 - 4) Hospital Plaza-Cafeteria Door West
 - 5) Hospital Plaza-Cafeteria Door East
 - 6) Kobacker Statue Yard – West
 - 7) Library South Stairwell – By ravine
 - 8) Plaza History Wall Doors

3. In the event of a snow emergency, emphasis will be placed on maintaining access to the Hospital building for emergency vehicles.
4. An outside service contract will be secured on an annual basis for additional snow removal capabilities. Such additional services will be utilized as deemed necessary by the Grounds Manager.
5. The Grounds Manager will provide Campus Police with the current list of outside contractors secured for sites located off the main campus.
6. Some campus areas require specific snow removal procedures:
7. A non-tracking ice-melting compound will be used at building entrances.