


**UNIVERSITY OF TOLEDO
FACILITIES AND CONSTRUCTION**

Section:	General Maintenance	Procedure Number:	GM-09
Subject:	Drop Cloths	Effective Date:	February 1993
		Revised Date:	November 2016
Facilities Officer:		Reviewed Date:	December 2019

Standard Operating Procedure

Drop cloths shall be used at all times when sanding, painting or doing work which creates dust or debris.

Purpose

To prevent damage to property belonging to University of Toledo and any other individuals.

Procedure

1. Drop cloths shall be laid out in neat and orderly fashion, covering all areas in which debris may fall.
2. Care shall be taken to avoid creating a trip hazard.