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### Winter Weather Checklist

Site: \_\_\_\_\_ Date: \_\_\_\_\_

SUPPLY LEVELS TO CHECK		
Item	In Stock	To Order
Ice Melt (Blend, Calcium, Rock Salt)		
Hand or Push Spreader		
Gloves		
Shovels/Pushers		
Entrance Matting		
Neutralizer (to remove salt haze)		
Wet Floor Signs		

AREA INSPECTED	LOCATION(S)	CHECKED BY PERSONNEL			STATUS (CHECK ONE)	
		Yes	No	Date	Accept.	Needs Atten.
Appoint a "Weather Watcher" to monitor conditions						
Consider Hiring Contractor						
Check snow removal equipment fluid levels and condition						
Calibrate Thermostats to ensure temperature stays above 45 degrees indoors						
Check exterior lighting						
Check fluids and condition of backup generator						
Close unnecessary openings						
Provide safe, emergency heating equipment in areas prone to freezing						
Monitor snow depth on roof and remove unsafe accumulation						
Make sure hydrants, hose houses, pumper connections, indicator posts and other outdoor sprinkler system valves remain visible and free of ice and snow						
Place weather mats at all entrances to the building						