


PROCEDURE

Subject	Grounds Maintenance Program	Number: 6.01.06
Source	Facilities Management	Reference (Rule #) 6HX14-6.01
President's Approval/Date:	 8/14/2017	

A. PURPOSE

The Grounds Maintenance Program (1) improves SCF aesthetics, safety, maintenance integrity, effectiveness, performance, management, and evaluation of maintenance performed while adhering to all federal and state statutes and regulations, and (2) provides maintenance and replacement of the college landscaping that promotes the health and safety of personnel and students, and advances conservation and sustainable practices based upon solid horticultural best practices, while minimizing life-cycle landscaping cost.

B. BASICS

1. Applicable Codes
 - a. The Grounds Maintenance Program will be conducted in accordance with applicable Federal State and local regulations.
 - b. Certified chemical application may be performed by employees, or by certified contractors when regulations require that certified personnel perform scheduled chemical application by spraying or spreading.
2. All application equipment and techniques will be performed using the chemical manufacturer's recommendations. Safety Data Sheets (SDS) will be maintained in accordance with environmental safety procedures.
3. A quarterly inspection schedule will be formulated by landscape category (turf, trees, bushes, etc.). The Manager of Maintenance Operations will assign tasks based on the results of this inspection. All replacement landscaping will meet State Requirements for Educational Facilities (SREF).

4. When a portion of the program is accomplished by outside resources, the Manager of Maintenance Operations will be the contact verifying work was completed in accordance with contract terms.
5. The Manager of Maintenance Operations or his/her designee (s), shall prepare a Master Annual Grounds' Maintenance Schedule of the landscaping at each campus or site and work assigned accordingly.
6. The program(s) shall be updated as necessary as regulations and manufacturer recommended changes occur.