A. PURPOSE
A Grounds Maintenance Program improves safety, maintenance integrity, effectiveness, performance, management, and evaluation of maintenance performed while adhering to all federal, and state statutes and regulations. To provide maintenance and replacement of the college landscaping that promotes the health and safety of personnel, 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 Federal and State Regulations.
   b. Certified chemical application employees and contractors shall be used when regulations require that certified personnel perform scheduled chemical application by spraying or spreading.

2. All application equipment and techniques will be done using the chemical manufacturer’s recommendations. Material Safety Data Sheet (MSDS) will be catalogued in a book and be available for review by any college staff member or student.

3. A quarterly inspection schedule will be formulated by landscape category (turf, trees, bushes, etc.) The grounds supervisor 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 grounds supervisor will be the contract manager verifying work was completed in accordance with contract terms.

5. The Manager of Facilities Operations or his 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 shall be updated as necessary as regulations and manufacturer recommended changes occur.