

*Hazard Review*

- **Abrasions**
- **Slips, trips and falls**

*Related Safe Work Practices*

- **Walking and Working Surfaces**

*Required Personal Protective Equipment*

- **Flashlight**
- **Gloves (as needed)**

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## BEFORE

1. When entering a building, carry a flashlight and illuminate the area to be entered.
2. Choose the most direct route and look for obstacles in the pathway.
3. When securing rolling doors which use hand pulled chain mechanism (e.g. Maintenance Yard), use leather gloves so as to protect your hands from abrasions from the chain<sup>1</sup>.

## DURING

1. Disable the alarm system before doing a building check, if applicable.
2. Using your flashlight, check all interior rooms, perimeter doors and windows for criminal activity **prior to** turning on the light switch.
3. If you discover criminal activity has occurred or is in progress, or any time you feel that you are in danger, retreat to a safe place and call for additional assistance (other park patrol staff or SFPD).
4. Repair of a broken or stuck chain on a rolling door using a ladder should only be undertaken with the assistance of a 2nd individual that secures and stabilizes the ladder from below. Do not attempt to fix the door on a ladder alone.<sup>2</sup>.

<sup>1</sup> RPD Industrial Investigation, EHS Case #3096, DOI 5/15/06

<sup>2</sup> Ibid

## **AFTER**

1. Turn off lights and enable alarm system.
2. If possible, use the same path that you used entering the building.
3. Submit work orders for any repairs that need to be done that you may have observed upon performing a building check.