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|  SNOW PLOWING  | NO. 493 |
|  In order to keep the facilities related to Winning Wheels clear of snow, the following arrangement was formally developed.1. Each evening, a representative from either Winning Wheels, STRIVE or Lyndon will ensure Winning Wheels, STRIVE, Frontier Hollow and Lyndon are clear of snow.
2. Each morning approximately at 4:00 a.m., beginning with Lyndon, STRIVE, then back parking lot, front parking lot of Winning Wheels, and finally the Fontier Hollow lot; a representative from either Winning Wheels, STRIVE, or Lyndon will ensure these areas are cleared of snow. This includes shoveling walkways and fire exits.
3. A calendar will be marked with three shifts; morning (4:00am to 11:00am), afternoon (11:00am to 6:00pm), and evening (6:00pm to 11:00pm). The designated representative for each shift will be responsible for plowing during these times. If the designated individual for a particular shift is unable to plow, they are responsible for notifying another maintenance person as soon as possible so they can plow. If there is a particularly heavy snow, a request for assistance may be necessary.

PLOWING SHIFTSlst Shift: 4:00 am to 11:00 am 2nd Shift: 11:00 am to 6:00 pm 3rd Shift: 6:00 pm to 11:00 pm |
| Approved: | Effective Date: | Revision Date:3/17 | Change No.: | Page:  1 of 1 |