

# UNI Facilities Services Winter Bulletin

## PROTECT YOUR BUILDINGS

With winter comes snow and ice. With snow and ice comes dangerous conditions that require proper maintenance and care.

Facilities Services works to keep campus safe by proactively shoveling and laying ice melt.

The problem with ice melt is that it gets tracked into the buildings and essentially eats away at the floor finishes and can discolor carpeting. Proper floor neutralization, repair and restoration generally can not be done until the weather warms and the students are away for Spring Break.

You can do your part to help keep damages to a minimum by wearing appropriate winter footwear outside, then changing to your regular shoes once inside your office space. Place your winter footwear on a newspaper to dry.

Facilities Services wants to remind you to be safe this winter by expecting sidewalks to be slippery and paying attention and being alert to the conditions around you. Many of our sidewalks and plaza areas have a slope to them and all are subject to a freeze/thaw cycle when the sun goes down.

If you have any questions about snowfall, sidewalks or safety, please call 273-4400.

*Winter is soon approaching and Facilities Services wants you to have an enjoyable and safe holiday season! See below for information about winter safety, keeping the campus buildings clean and snow-free and for snow routes and guidelines.*

## WALKING IN A WINTER WONDERLAND— WINTER SAFETY

*Walking in icy, snowy weather can be dangerous, but these tips from the National Highway Traffic Safety Administration can help make your trek safer.*

- \* Dress in layers and wear boots with nonskid soles. Wear a bright scarf or hat or reflective gear so drivers can see you.
- \* Walk on sidewalks if possible. If sidewalks are covered in snow and ice and you must walk in the street, walk against the flow of traffic and as close to the curb as you can.
- \* Don't wear a hat or scarf that blocks your vision or makes it hard for you to hear traffic.
- \* When traveling with babies or small children, dress them in bright or reflective clothing. Always keep children—whether in a stroller or on foot—in front of you and as close to the curb as possible.

- \* Before you step off the curb, make sure oncoming cars and trucks have come to a complete stop.

*Clearing snow and ice from driveways and sidewalks is hard work. To prevent injuries, follow these safety tips from the National Safety Council, the American Academy of Orthopedic Surgeons.*

- \* Dress warmly, paying special attention to feet, hands, nose, and ears.
- \* Avoid shoveling snow if you are out of shape. If you have a history of heart trouble, do not shovel snow unless your doctor says it's okay.
- \* Do light warm-up exercises before shoveling and take frequent breaks.
- \* If possible, push snow in front

of you. If you have to lift it, pick up small amounts and lift with your legs, not your back. Do not toss snow over your shoulder or to the side.

- \* Use rock salt or de-icing compounds to remove ice from steps, walkways, and sidewalks. Sand placed on walkways may also help prevent slipping.

*If you use a snow blower follow these safety guidelines:*

- \* Do not put your hand in the snow blower to remove impacted snow or debris. Turn the machine off and wait a few seconds. Then use a stick or broom handle to remove the material.
- \* Do not leave the snow blower unattended when it is running.
- \* Fill up with fuel before you start, when the engine is cool

## SNOW ROUTES AND GUIDELINES

The goal of Facilities Services is to make University facilities safe and accessible during the winter months.

**Institutional Roads:** Grounds will attempt to clear the institutional roads within 18-24 hours of the end of a snowfall. Overtime efforts are initiated for roadways when 2 inches of snow has fallen.

**Parking Areas:** Parking areas require the storage of snow in the lots and loss of some number of spaces until the snow can be hauled away. Handicapped lots

have highest priority and are plowed first. G, A and B lots have the next highest priority, followed by C and R. Generally, only aisle ways can be plowed in C and R lots. Plowing operations commence after 2 a.m. when 2 inches or more of snow have fallen. Hauling operations do not begin until the above priorities have been met and generally will not begin until 36 hours after the storm has ended.

**Pedestrian Areas:** Our goal is to have primary access routes into each of our facilities plowed by 8 a.m. Depending on the amount of

snowfall, some amount of plaza space is used to store snow for later hauling.

**Assistance:** Under no circumstance shall University personnel use university vehicles to start, push, pull or tow stranded vehicles. Public Safety should be called to help.

**Visit the Grounds Web site for Snow Removal Routes at [www.vpaf.uni.edu/fs/serviceunits/grounds.shtml](http://www.vpaf.uni.edu/fs/serviceunits/grounds.shtml)**