


Leamington Mennonite Home

POLICY AND PROCEDURE

CATEGORY: Administration	SUBJECT: Environmental Services	SECTION: E
DATE: September 2004	Administrator's Signature: 	POLICY: 1
REVISION DATES: September 2022		

ENVIRONMENTAL SERVICES

POLICY:

The Leamington Mennonite Home maintains a comprehensive Environmental Service Program to ensure the safety, quality and optimal functioning of all environmental systems.

PROCEDURE:

The Leamington Mennonite Home Maintenance Staff shall complete routine preventative maintenance and testing, documenting as required, for the following systems:

- Fire and Smoke Alarm, Sprinkler Systems
- Security and Lock Systems
- Generator
- Hot Water
- Heating
- Cooling
- Electrical
- Pest Control
- Waste Management

The Leamington Mennonite Home Maintenance Staff shall assess, monitor, and evaluate, with completion of repairs, etc., for:

- Facility Equipment
- Building: Interior and Exterior
- Maintenance Supplies and Inventory

The Leamington Mennonite Home Preventative Maintenance Checklist, LMH Monthly Compliance Audit, and the Occupational Health and Safety Facility Inspection Forms shall be used to document facility systems, deficiencies, and action plans.