

March 1 thru March 31, 2018

WAUKEGAN PARK DISTRICT Team Instructions

Hazard Hunt

The focus is on **SLIP and TRIP** hazards.

Hunt for hazards in parking lots, sidewalks, buildings, and parks.

Identify Hazard

Recreation, Cultural Arts, and Administration Facilities have kits. (Non-Parkie category)

- Inform a supervisor if you find a hazard take a "before" picture of the hazard
- Together use contents of the kit to identify OR correct the hazard take an "after" picture of identification / correction

Parks staff use the supplies they have.

- Inform crew leader if you find a hazard take a "before" picture
- Together use supplies to identify OR correct hazard take an "after" picture

Document

Email entry to PDRMA hazardhunter@pdrma.org and to tbrady@waukeganparks.org Include:

- "Before" picture & "After" picture
- WAUKEGAN HAZARD HUNTER in the subject line
- Agency name (Waukegan Park District)
- Employee's Department
- Name and job title of employee making the entry
- Supervisor's name
- Date of entry
- Location of hazard (name of park or facility)
- Suggested corrective action

Supervisor can then submit any necessary work orders to have hazard corrected.

Claim Victory!

PDRMA will choose three awards from all member entries for bragging rights.

1) Gnarliest

2) Best Non-Parkie

3) SEASONAL STAR

Waukegan Park District will draw the names of five (5) entries submitted.

• The supervisor of those employees will get \$50 to purchase treats for their next staff meeting!