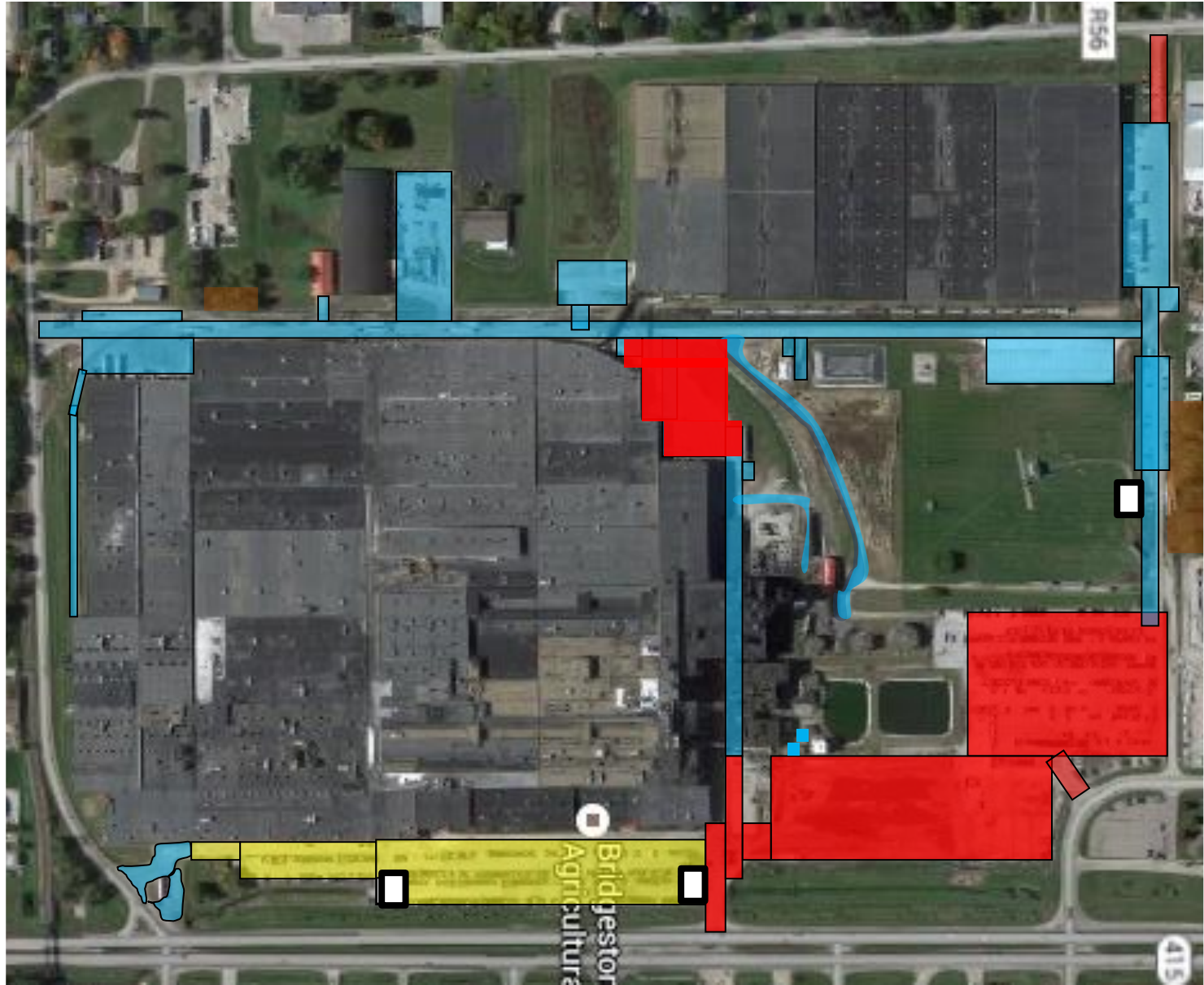


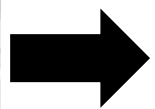




**The following procedure will be in effect as of 11/15/2018**

1. Bridgestone standards are:
  - a) Until 2 inches of snow; or LARGE patches/area of ice accumulates; arrangements will be made by Facilities Management (Amir and or Daryl) to contact Pettiecord for salt/ sand or snow plow activities to commence.
  - b) VSI janitorial is responsible for all other SMALL accumulations of ice & snow on walkways, handicap spots and all entrances & steps to the buildings, or other areas as identified as an issue by Security.
  - c) **The on-shift night & weekend Security Fire Specialist / Gate Corporal:** will notify the onsite VSI janitorial supervisor or Facilities Managers who will mitigate the issues as they are discovered & before they become an immediate hazard.
  - d) **Security will follow up making sure the problem areas / hazards are mitigated.**
  
2. As conditions arise:
  - a) **The on-shift night & weekend Security Fire Specialist / Gate Corporal:**  
**PRO-ACTIVELY** attempts to locate problems by patrolling at various times /areas including (but not limited to) the parking lots & other ingress / egress paths & other areas.  
**Standard of frequency;** depending on the temperature fluctuation &/or precipitation accumulation.
  
  - b) **The on-shift night & weekend Security Fire Specialist / Gate Corporal:**  
**Will watch the weather links on the PC; or listen to the weather radio provided, for information regarding impending precipitation, etc.**  
Thereby, roving/touring the areas & identifying possible “black” or “hidden” ice (under the snow) such as after “thaw & re-freeze” situations. Frequency = at least 2 hours prior to all shift changes. Making the proper notifications before more foot traffic is introduced and a potential fall risk develops for all team mates, visitors, etc.
  
  - c) **The on-shift night & weekend Security Fire Specialist or Gate Corporal:**  
Will **PRO-ACTIVELY** Notify Facility team (Amir @515-664-4919 / Daryl 515-205-2428 for LARGE problem areas of ice/ snow which may pose an imminent threat of hazardous walking conditions outside; In order for Pettiecord to be dispatched QUICKLY to handle the situation. (Ref. item 1a)

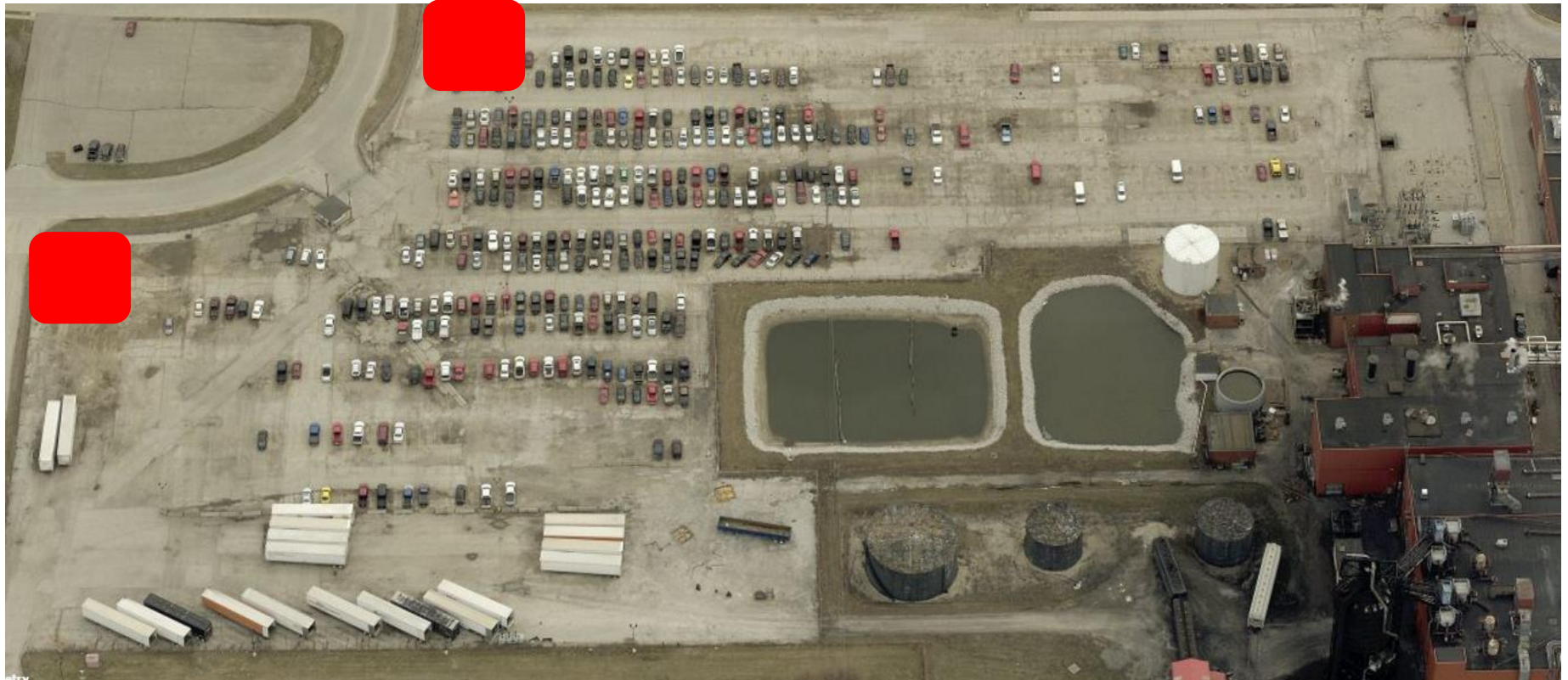
Alternately, for SMALLER issues of snow or SMALLER ice patches - during the day or night & weekend shift. **The on-shift night & weekend Security Fire Specialist / Gate Corporal** will contact the on shift VSI janitorial supervisor via phone/radio to take care of the issues discovered, (Ref. item 1b)

**NOTE: Pettiecord will be contacted only by Production Support Services team as needed.**

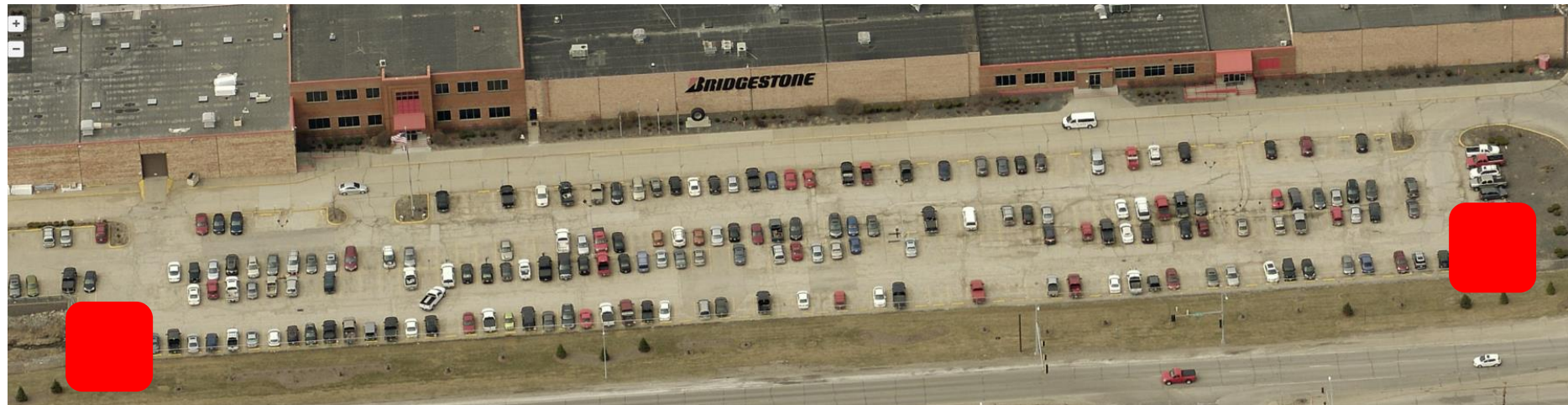


-  North
-  1<sup>st</sup> Priority
-  2<sup>nd</sup> Priority
-  3<sup>rd</sup> Priority
-  No parking  
Staging  
Area for  
Snow piles

To allow for efficient snow removal and room for snow removal equipment access to pre-determined staging areas, we ask Teammates to not park in the red area below. This area will be blocked off for the 2018/2019 Snow Removal Season. Please allow at minimum 4 stalls around the snow pile to allow for faster removal.



To allow for efficient snow removal and room for snow removal equipment access to pre-determined staging areas, we ask Teammates to not park in the red areas below. This area will be blocked off for the 2018/2019 Snow Removal Season. Please allow at minimum 4 stalls around the snow pile to allow for faster removal.



To allow for efficient snow removal and room for snow removal equipment access to pre-determined staging areas, we ask Teammates to not park in the red areas below. This area will be blocked off for the 2018/2019 Snow Removal Season. Please allow at minimum 4 stalls around the snow pile to allow for faster removal.

