## CARBON CAREER & TECHNICAL INSTITUTE

SECTION: PROPERTY

TITLE: MAINTENANCE

ADOPTED: October 21, 2004

REVISED: September 21, 2006

|                                 | 704. MAINTENANCE   |
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| 1. Purpose                      | Adequate maintenance of the school building, property and equipment is essential to fiscal responsibility and efficient management of facilities.  |
| 2. Authority SC 701, 1850.1     | The Joint Operating Committee directs that a continuous program of inspection and maintenance of the school building, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive. |
| 3. Delegation of Responsibility | The Administrative Director or designee shall develop and supervise a maintenance program which shall include:   |
|                                 | Regular program of facilities repair and conditioning.   |
|                                 | 2. Critical spare parts inventory.   |
|                                 | 3. Equipment replacement program.  |
|                                 | 4. Long-range plans for building modernization and conditioning.   |
|                                 | The Administrative Director or designee shall develop guidelines necessary for maintenance, repair and improvement of physical facilities.   |
|                                 | The Administrative Director shall report annually to the Joint Operating Committee regarding the current maintenance, repair and renovation efforts within the school.   |
| School Code<br>701, 1850.1      |  |