TITLE: OPEN SPACE MAINTENANCE

OBJECTIVE AND PURPOSE:
This policy will identify the litter control procedures for the campus.

RESPONSIBILITY:

PHYSICAL PLANT DIRECTOR
♦ Litter control is contracted to the custodial service operation who will provide a dedicated staff of four persons, daily M-F on an 8 hour shift, 2 persons on weekends. The area covered is the central campus.
♦ The Breezeway area is to be policed twice daily, once in the early morning and again between 2:00 and 3:00 PM. All foreign material is to be picked up and disposed of in dumpster.
♦ Vegetative debris cleanup (palm frond pickup) is also contracted to the custodial service operation who will provide a dedicated staff of one person daily Monday-Friday, on an 8 hour shift.

PHYSICAL PLANT ASSISTANT DIRECTOR
♦ All other open areas of the campus will be examined and cleared by grounds personnel upon their normal mowing & maintenance cycle of approximately 7 days. Areas covered include lawns, retention areas, banks, swales and drainage structures.
♦ Roadway drainage structures will be examined on a weekly basis and will be kept clear of debris. Drains will be cleaned out by an outside contractor when required.

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<th>Issued By: Singer</th>
<th>Date Issued: 5/2005</th>
<th>Date Revised:</th>
<th>Effective Date: 5/2005</th>
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<tbody>
<tr>
<td>APPROVED:</td>
<td>Vice President</td>
<td>Associate V.P.</td>
<td>Director</td>
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