

**UNIVERSITY OF TOLEDO
FACILITIES AND CONSTRUCTION**

Section:	General Maintenance	Procedure Number:	GM-10
Subject:	Paint Supplies	Effective Date:	February 1993
		Revised Date:	November 2016
Facilities Officer:	<i>Paul A. Bowling</i>	Reviewed Date:	February 2023

Standard Operating Procedure

Paint supplies shall be stored inside work cart during breaks and lunches and/or if cart stays on job site overnight so as not to present a hazard to visitors, patients, or staff.

Purpose

To prevent any hazards to patients and/or visitors or employees of University of Toledo.

Procedure

When leaving the area, put all paint supplies and hazardous materials inside of the job cart and close and lock door.