



Chico Office

FACTORS	POTENTIAL HAZARDS	HAZARD MITIGATION MEASURES
Main Front Door – Key Fob Entry	<ul style="list-style-type: none"> Unauthorized persons can enter 	<ul style="list-style-type: none"> Door locked at all times. Key fob entry only.
Front Door – Rubber Goods Storage Room	<ul style="list-style-type: none"> Unauthorized persons can enter 	<ul style="list-style-type: none"> Door locked at all times. No key fob entry
Main Back Door – Key Fob Entry	<ul style="list-style-type: none"> Unauthorized persons can enter 	<ul style="list-style-type: none"> Door locked at all times. Key fob entry only
Secondary Back Door	<ul style="list-style-type: none"> Unauthorized persons can enter 	<ul style="list-style-type: none"> Door locked at all times. No key fob entry
Office Windows	<ul style="list-style-type: none"> Persons looking in windows 	<ul style="list-style-type: none"> Ensure all blinds are closed before leaving. Utilize your door to exit. Make sure you have a clear path to exit your office.
Emergency Contacts	<ul style="list-style-type: none"> Unable to get help when needed 	<ul style="list-style-type: none"> Emergency telephone numbers for law enforcement, fire, and medical services are posted throughout the two offices and the shop. Emergency evacuation map
Employee Interaction	<ul style="list-style-type: none"> Physical altercation Verbal abuse Property damage 	<ul style="list-style-type: none"> Workplace Violence Incident Reporting App. Training employees on handling hostile employee's or situational awareness.

REPORTED HAZARD	MITIGATION	IMPLEMENTATION DATE