



Salinas Office

FACTORS	POTENTIAL HAZARDS	HAZARD MITIGATION MEASURES
Main Gate	Unauthorized persons entering	- Automatically closing gate with keypad. - Secondary Gate with combination lock. - Parameter gate around location.
Windows	Persons looking in windows.	- Blinds on all windows. - Parameter gate around location.
Main Door to Office	- Unauthorized persons can enter. - Doors stay unlocked during business hours.	- Security cameras. - Lock doors at end of day.
Emergency Contacts	Unable to get help when needed.	Emergency telephone numbers for law enforcement, fire, and medical services are posted throughout the Salinas Office
Employee Interaction	- Physical altercation. - Verbal abuse - Property Damage	- Workplace Violence Incident Reporting App. - Training employees on handling hostile employee's or situational awareness.

REPORTED HAZARD	MITIGATION	IMPLEMENTATION DATE