

Division of Support Services

Safety and Facilities Sections

Process for potential mold issues at MCFRS worksites.

INTENT: The intent of this document is to inform the workforce of the process for reporting potential mold issues in any MCFRS worksite. Mold does not occur rapidly overnight and is not an emergency, however, the notification process should be started as soon as a potential issue is perceived or discovered.

PROCESS: Once a potential issue is perceived or discovered:

- The Station Officer or LFRD Officer notifies the on-duty Safety Officer.
- The on-duty Safety Officer or Designee will report to the worksite, investigate, document, and make a recommendation as to the next course of action.
- If the on-duty Safety Office or Designee concurs that there is a problem, a station defect report will be initiated by the Station Officer.
- The Safety Officer will forward his/her findings to the day-to-day Facilities Manager in writing, along with any supporting documentation, photographs, etc.
- Any additional necessary work will be managed by the Facilities Section.