

Snow Treatment Responsibility Outline

Date: [Insert Date]

To: [Insert Recipient's Name]

From: [Insert Your Name]

Subject: Snow Treatment Responsibilities

Overview

This document outlines the responsibilities pertaining to snow treatment for the upcoming winter season.

Responsibilities

- **Monitoring Weather Conditions:** [Name/Department] will monitor weather forecasts and notify the team of impending snow events.
- **Pre-treatment of Surfaces:** [Name/Department] will implement pre-treatment measures such as salting sidewalks and parking areas before snowfall.
- **Snow Removal:** [Name/Department] will be responsible for snow removal operations immediately following a snowfall.
- **Post-treatment:** After snow removal, [Name/Department] will apply additional treatments as necessary to prevent refreezing.

Communication

All team members are required to maintain open lines of communication and report any issues or delays in the treatment process to [Supervisor's Name].

Conclusion

Please review the responsibilities listed above and acknowledge your understanding and agreement by signing below.

[Recipient's Name]

[Date]