

## Snow and Ice Removal Log

The purpose of this log is to record actions taken to limit slip, trip, and fall hazards that could be present on your premises due to snow and ice buildup.

It is recommended that this log be completed at regular intervals throughout the Winter season. These intervals should be established taking into careful consideration the volume of foot traffic, users of the premises (i.e. ages, disabilities, etc.), and weather forecasts. In addition, it is recommended that photographs be taken of the premises before and after snow and ice removal activity and that these photographs be retained on file with this log.

This log should be retained on file as long as necessary, usually a minimum of two years, to assist in defence against potential claims. This log should also be stored in an electronic database that is backed up at regular intervals.

Administrative Details							
Business name							
Street address		City		Province		Postal code	
Email address				Phone number			

Date (MM-DD-YYYY)	Time started	Time completed	Work completed				Areas addressed				Weather conditions						Initial	
			Shovel	Plow	Salt	Sand	Lot	Driveway	Sidewalk	Steps	Clear	Snow	Rain	Ice Pellets	Freezing Rain	Wind		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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**Additional Information (if applicable)**

Use this area to describe anything noteworthy or of importance, including notable changes from the previous log, areas of concern, and any follow-up actions that are required.