

# March 2025 Safety Calendar

## Hotel maintenance: Keeping it safe



Hotels are typically large in size and require a lot of preventive maintenance for life safety systems, HVAC, plumbing, electrical and general upkeep of the building exterior. Having an extra set of eyes for safety-related hazards will assist with keeping the building safer for its occupants. Report any of the items below to the hotel manager or your supervisor: **if you see something, say something!**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>30</b> Doors close too hard	<b>31</b> Someone damaging property					<b>1</b> Damaged furniture in guest rooms, lobby or public seating areas
<b>Notice an issue? Say something!</b>						
<b>2</b> Leaking pipes	<b>3</b> Mildew or mold	<b>4</b> Clogged floor drains	<b>5</b> Burnt out light bulbs	<b>6</b> Chirping smoke alarms	<b>7</b> Faucets that leak or won't shut off	<b>8</b> Expired fire extinguisher tag
<b>9</b> <span style="background-color: #e85c34; color: white; padding: 2px;">Daylight Saving Time begins</span> Storage in exit stairwells	<b>10</b> Damaged floor mats in kitchens	<b>11</b> Broken doors or doors that do not close	<b>12</b> Uneven floor surfaces	<b>13</b> Damaged tiles	<b>14</b> Poor housekeeping in any area	<b>15</b> Blocked pathways in back of house
<b>16</b> Elevator doors not opening even with the floor	<b>17</b> <span style="background-color: #e85c34; color: white; padding: 2px;">St. Patrick's Day</span> Damaged security cameras	<b>18</b> Broken or damaged electrical outlets	<b>19</b> Weird sounds from air conditioning and/or heating units	<b>20</b> Overgrown landscaping	<b>21</b> Extension cords used as permanent wiring	<b>22</b> Unattended tools in public areas
<b>23</b> Unattended ladders in public spaces	<b>24</b> Water entering from windows	<b>25</b> Smell of something burning	<b>26</b> Unsafe act by employee, guest or contractor	<b>27</b> Damaged carts, tools, equipment	<b>28</b> Unattended spill	<b>29</b> Slippery tubs

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