



Landscape Services

Safety Standard Operating Procedure

(Revised 1/2023)

Greenhouse Maintenance

This SSOP provides guidance on greenhouse maintenance. As with any equipment or tools, the most basic premise for safe operation is reading and adhering to the manufacturer's instructions and warnings. This SSOP is not a substitute for the owner's manual produced by the manufacturer.

Safety Requirements PPE Required: gloves, safety eyewear, sturdy footwear

Scheduled: daily

Safety Hazards: bending, dust, noise, slipping, tripping, pedestrian traffic, and sharp objects.

General information

- Landscape Services Greenhouse/headhouse is a General University building.
- Facilities Management is responsible for all baseline service maintenance planned or reactive.
- Facilities Management routine maintenance and repairs are planned, prioritized, and scheduled by need.
- Building maintenance activities are funded by the GU budget and not billed to Landscape Services.
- All non-routine work requested is coordinated with LS management first and approved by FM following University standards.
- Submit work requests with Work Control for workorder creation and assignment.

Baseline Services

1. Electrical
2. Heating and Air Conditioning
3. Plumbing
4. Pest Control
5. Waste management
6. Central Receiving

Infrastructure

1. Road: Gravel on road is leveled with LS John Deere tractor as needed.
2. Yard laydown areas: Gravel is leveled as needed.

Greenhouse "plug in" equipment

1. Landscape services is responsible for all plug-in greenhouse equipment.
2. Equipment is maintained as needed.