

Insurance Safety Management Requirements & Recommendations for Seahorse

Requirements-

- A. **Posting of Evacuation Plan- (Owner)** To ensure the safety of clients, visitors, and employees, we recommend that you develop and implement a written emergency evacuation plan and post it in a highly visible area. This plan should include protocols to notify occupants of an emergency, the evacuation routes and designated assembly areas.
- B. **Water Heater Serviced annually- (Owner)** Water Heater Service/Maintenance Contract Establish a service/maintenance contract for the water heater. You should have your water heater serviced at least once per year. The most important part of water heater maintenance is flushing the tank. If you don't flush it, sediment will build up inside your water heater's tank. Sediment buildup can cause loss of water pressure or corrosion that leads to holes in your tank that will require a costly replacement of the water tank.
- C. **Inspection of Balconies and Railings-(Owner)** Recommend annual inspections, at a minimum, of all balconies by a competent person for the protection of occupants. Balconies should be safe, secure, and free of defects to prevent falls from elevations. Inspection and maintenance of balconies should be documented and maintained.
- D. **Inspection of Balconies and Railings- (HOA)** We recommend annual inspections, at a minimum, of all railings by a competent person for the protection of occupants. Platforms, stairways, railings, and railways should be safe, secure and free of defects to prevent falls from elevations. Inspection and maintenance of railings should be documented and maintained.

Recommendations-

- A. **Plumbing Preventative Maintenance Program- (Owner)** Annually inspect, clean and test plumbing drain lines and plumbing stacks on a scheduled basis to allow for early detection of blockages and prevent possible water damage.
- B. **Tree Maintenance Program- (HOA)** Develop and implement a Tree Maintenance Program to evaluate trees, shrubbery, and vegetation on the premises; and trim trees and shrubbery away from the building's exterior façade and rooftop to prevent damage to the building's structure.