

**TOWN OF TWO HILLS PUBLIC LIBRARY BOARD POLICY MANUAL**  
**APPENDIX O**  
*(Policy 803)*

**HAZARDS**

Description of Hazard: \_\_\_\_\_

Priority:      **High**                      **Medium**                      **Low**

Existing Controls: \_\_\_\_\_

Action Required: \_\_\_\_\_

Recommended Action: \_\_\_\_\_

Date to be Completed by: \_\_\_\_\_

Person Responsible: \_\_\_\_\_

Date Completed: \_\_\_\_\_

Previous Corrective Actions Completed: \_\_\_\_\_

\_\_\_\_\_

Evaluation of these Actions: \_\_\_\_\_

\_\_\_\_\_

Chairperson's Comments: \_\_\_\_\_

\_\_\_\_\_

Date Reviewed: \_\_\_\_\_

Chairperson's signature: \_\_\_\_\_

***APPENDIX O***

Date Approved: November 14, 2012

Date to Review: March 18, 2023