



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON KAISERSLAUTERN  
UNIT 23152  
APO AE 09227-3152

REPLY TO  
ATTENTION OF

NOV 15 2011

IMEU-KAI-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Garrison Kaiserslautern (USAGK) Command Policy Letter # 40 - Snow and Ice Removal on Walkways Within the Garrison

1. References.

- a. AR 420-1, Army Facilities Management, 12 February 2008
- b. USAGK Directorate of Public Works (DPW) Customer Guide, January 2007

2. Purpose. The purpose of this policy is to require units, tenants, and occupants to remove snow and ice from public sidewalks surrounding facilities they live and/or work in. It also applies to paved trails, entrance ways, and steps into all facilities that are adjacent to and abutting the Garrison street system. Snow and ice conditions present a serious hazard affecting the workforce and the public's safety and must be controlled to the maximum extent possible.

3. Scope. This policy applies to all units, agencies, activities, and civilian employees working in the USAGK area of responsibility. This policy remains in effect from 1 November to 1 May each year, unless weather conditions warrant modification.

4. Policy.

a. All units and building coordinators/managers are responsible for ensuring procedures are established for the removal of snow and ice from said sidewalks between 0700 and 2000 Hours on workdays. For units with weekend operations, the snow removal obligation starts at 0900 Hours. Particular attention will be paid to facility entrances first thing in the morning to ensure entry for personnel and patrons. Sidewalks, paved trails, and steps will be cleared of snow and treated with deicing or abrasive material (salt, sand or gravel, etc.) for at least 25 meters surrounding their facilities. Snow and ice removal is a continuous process and snow accumulation on paved surfaces will not exceed 2.5 cm (1 inch) or ice at any thickness.

b. Installation Coordinators (ICs) will inspect and ensure compliance with this policy in their area of responsibility, brief those not in compliance, and report continuous violations to DPW Operations & Maintenance Division and/or the Installation Safety Office.

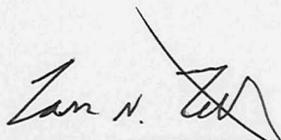
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5. General snow and ice removal procedures include first sweeping or shoveling snow, then spreading deicing or abrasive material such as salt, sand, or gravel. Scraping may be required for heavy ice accumulation. Snow and ice removal will be done to the extent that two people can pass abreast on the cleared surface. Snow will neither be moved or relocated to an area that will cause a hazard or impact vehicle or pedestrian traffic, nor will it obstruct the road curb drain system or fire hydrants.

6. Building coordinators/managers are responsible for ensuring all entryways have deicing or abrasive materials available at all times. Brooms, and/or snow shovels will also be immediately available for personnel to utilize. Equipment and deicing material are available from the Self Help Issue Points or by contacting the respective IC.

7. Proponent for this policy is the USAGK DPW Operations and Maintenance Division at DSN 483-7606.



LARS N. ZETTERSTROM  
LTC, EN  
Commanding

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