

Risk Control Tasks to be Completed: Playground Management	Yes	No	N/A
Involved in Construction or Playground Operation			
Ensure that the playground meets the safety codes in place at the time it was constructed			
Consider conducting frequent upgrades to ensure that the most recent codes are met (safety and standards governed by CSA)			
Arrange for annual inspections by qualified individuals or companies to ensure that the playground is in safe condition			
Carry out regular maintenance to all major and minor components			
Ensure that the grounds, access and vegetation are properly maintained, are clean and sanitary and that the entire play space is safe			
Contributed to the Financial or Human Resources in the past to playground			
Work with the Municipality or body that operates the playground to ensure that the body carries out the safety checks as noted above			
Ensure that an effective risk transfer agreement is in place, holding the club harmless from any potential liability emanating from the use of the play space.			
Consult legal counsel to ensure that such an agreement is in place			
Financial Controls			
Contact insurers to ensure that the facility is registered with your Club files, whether owned and operated by the Club or another party			
Club must purchase Liability Insurance on the playground if they own it. The Kinsmen & Kinette Clubs of Canada must be named as Additional Insured's			
If your Club owns or operates the play space, ensure that a facility maintenance reserve fund is established to ensure that the cost of periodic maintenance and component replacement is dealt with over a manageable period of time			