**SOMOS Facility Maintenance Policy**

Preventive Maintenance: To protect its property, personnel and clients from harm, SOMOS will take steps to ensure that the organization complies with manufacturer's recommended guidelines for maintenance and repair of equipment and premises, building codes and safety regulations of all jurisdictions applicable to our facility; and maintains a log of service, repair and replacement.

The executive director and Board of SOMOS is responsible for monitoring compliance with the preventive maintenance policy and overseeing its review and updating on a regular basis. In addition, SOMOS will maintain appropriate levels of property and board indemnification insurance.