

# Intradistrict Communication

DATE: February 28, 2018

TO: All School Principals

FROM: Scott Thomas, Administrator, Auxiliary Services  
Paul Bergera, Staff Assistant, Auxiliary Services  
Lance Everill, Facility Staff Assistant, Operations  
Ron Boshard, Coordinator, Risk Management

SUBJECT: 2017-2018 State Risk Self-Inspection Survey

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The Self-inspection Survey for 2017-2018, from the State Office of Risk Management is available online. These surveys are designed to heighten safety awareness and to encourage school and District personnel to be proactive in hazard mitigation. Please go to the following Web site: [risk.utah.gov](http://risk.utah.gov)

The responsible person or "Surveyor" is the school principal. As in the past, this assignment can be delegated to the department head, lunch manager, custodian, etc. for specific surveys as you see fit. However, all principals will be the responsible person to see that this survey is completed on time.

As with previous years, you will be prompted to fill in a corrective action plan. Please specify Work Order #, date submitted, who will follow through from your school, a target completion date and any other important information pertaining to specific questions.

**The surveys are to be completed by March 30, 2018.** Note that when the survey is submitted, it is locked and you are unable to reopen to make changes.

Please feel free to call or email Ron Boshard, 801-567-8876,  
[ron.boshard@jordandistrict.org](mailto:ron.boshard@jordandistrict.org)

Reminder emails will be sent out from [SIS@utah.gov](mailto:SIS@utah.gov), please look for this email address.

Thank you for your support.

Cc: Patrice A. Johnson, Superintendent  
John Larsen, Business Administrator  
Administrators of Schools