

## PROPERTY MANAGEMENT WITH SAFETY IN MIND

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March 20, 2020

As a property manager, you have an important responsibility. Building tenants and owners all rely on you to keep the property safe, orderly and functioning. However, there are also many hazards relating to your property management duties, including dealing with unruly people, performing a wide variety of repairs and tasks and facing countless unknown risks on each property.

Your safety is just as important as the tenants occupying the premises, so keep the following precautions in mind.

- ▶ Always watch out for your personal safety when dealing with the public. Sometimes people can become violent, angry or act unpredictably for no reason or over a seemingly minor issue. You may experience stress with someone else over lease agreements, parking zones or when dealing with complaints and disputes.
- ▶ When collecting rent or carrying large amounts of cash, always keep your eyes out for others. To be less vulnerable, make frequent trips to the bank during regular business hours. It is also wise to let someone else (spouse, significant other, close friend, etc.) know your daily routine in case you cannot be reached. This could indicate to them that you are in danger and need assistance.
- ▶ Conduct frequent safety inspections to identify potential hazards, such as uneven pavement, puddles of oil or water in walkways, faulty door locks, etc. Fix these problems immediately or hire someone to do so.
- ▶ Limit access to the property by installing locks on all entrances. Also install adequate lighting to deter intruders, especially in more desolate areas of the building. It is also wise to manicure the landscaping often so that there are clear views around the property.
- ▶ Communicate hazards with your tenants by placing signs on defective equipment or by restricting them from areas that are being repaired.

“Always advise the owners of liabilities and risks, and follow up to make arrangements for any necessary corrective actions.”

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- ▶ Do not try to perform services that you are not properly trained on, such as HVAC work, plumbing repair, etc. If you attempt to repair or replace something without expertise, you may unnecessarily hurt yourself and/or may damage the property.
- ▶ Always use caution when working on electrical equipment, as these items can pose shock hazards.
- ▶ Be mindful of crush dangers when working near fans, elevators and trash compactors.

For more information about vacant property insurance and other strategies to help protect your assets and mitigate loss, contact us today at (856) 489-9100.

**For more information, contact:**



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