## **Facility Legal Requirements**

Licenses

## PRC Matrix of Procedures for Facility Licenses, Permits, Inspections and Certificates

In order to ensure the safety of PRC facilities, regular licenses, permits, inspections and certificates are required. The following procedures are to be followed regarding these requirements.

## Facility Licenses, Permits, Inspections and Certificates

PRC is responsible for ensuring that its facilities and operations are safely operated for the staff and patrons that use them. Staff are responsible for ensuring that all licenses, permits, inspections and certificates are completed and records of these are kept on file. However, as laws and other circumstances may change, it is the responsibility of the facility manager to ensure that all applicable statutes are followed.

Inspections Westchester County Health Department	Facilities Pools, beaches, summer camps, concessions, Westchester County Center, Playland, Muscoot Farm, Twin Lakes Equestrian Stable, group picnic permits, large-scale events, water systems
Westchester County Department of Social Services (DSS)	Camp Morty
Westchester County Dept. of Public Safety Inspections Fire Extinguishers	All facilities
Boiler Inspections - contractor	All facilities
Elevator Inspections – contractor	Administration building, County Center, Tibbetts Brook Park, Glen Island Harbor Club
PRC Staff under guidelines of NYS Dept. of Environmental Protection	All dams, bridges and culverts
Playland Park Staff	Playland Amusement Rides
PRC Staff	Daily site inspection of park/facility

NYS Dept. of Alcohol, Tobacco and
Firearms

Lasdon Park, Westchester County Center, Playland,
group picnic permits, large-scale events,
concessions at golf courses

NYS Dept. of Motor Vehicles

General Maintenance/various locations

New York State Department of

Wildlife Management - Dog tracking license,

New York State Department of Wildlife Management - Dog tracking license, Environmental Conservation hunting license for deer management

Westchester County Health Dept.

New York State Department of

Nuisance Wildlife permit -- collection permit
Environmental Conservation

United States Federal Wildlife Service Wildlife Management – oil goose eggs, collection permits

Recovery System

Pools, summer camp operation, Gasoline Vapor

New York State Department of Wildlife Management – access permit for deer Environmental Protection management

**Certificates** 

**Permits** 

Pro Safety Services, LLC Respiratory Protection – for all Maint. staff
Blood Borne Pathogens – for all Maint. staff

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