

## **Carpentry Plan of Action**

The primary task of the carpentry section is to provide technical services to repair and maintain existing council owned facilities and systems.

It is my responsibility to ensure that the carpentry crew satisfies the majority of the maintenance needs that are either efficient preventative maintenance or prompt repairs of broken infrastructures in its initiative to promote public safety in the existing city infrastructure, on behalf of the council.

The carpentry section will implement the following guide lines to garner a satisfactory plan of action in promoting public safety and beautification:

1. Ensuring that all skilled workers are assigned promptly and directing work responsibilities effectively.
2. Conduct evaluation of ongoing and completed assignments to ensure that the facilities are in a satisfactory operating condition.
3. Respond to request for technical services promptly and dispatch work crew to site requiring maintenance.
4. Conduct regular supervision to ensure that the carpentry crew works diligently to complete assignment efficiently.
5. Perform regular systematic inspections to ensure that all infrastructures are satisfactorily maintained and in good operating standards. Manhole covers inspections are an essential part of this process to detect faults and identify those in need of repairs. Urgent replacements of manhole covers are conducted to promote public safety on behalf of residents.
6. Provide skill workers to assist with beautification assignments. The paintings and renovations of parks and city monuments.

My goal for the carpentry section is to continuously render maintenance services for all city infrastructures ensuring that city residents and visitors have a safe public environment to operate.

It will be very beneficial to the carpentry section if the council can procure new and improved tools for this section. It is my objective to make this section more versatile and efficient in its performances. Modernized tools and materials will compliment the skilled workers capabilities.

The implementation of these plans and guidelines will definitely enhance efficiency in services and make the council obtain public recognition for satisfactory accomplishments in the maintenance of its infrastructures.