



**ADMINISTRATIVE
POLICIES AND PROCEDURES MANUAL**

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**REVISION
1**

**PAGE
G3-180.0**

**SUBJECT
BUILDING MAINTENANCE AND OPERATIONS**

SUB-TOPIC

PAINTING

Painting schedules are prepared in consideration of several factors, such as wear and tear, appearance and area utilization. Present resources allow for the repainting of interior areas every four (4) to six (6) years.

Generally, a uniform color scheme must be continued throughout any particular building and all repainting will be done in the original color unless the requestor has received prior approval to change colors from the Physical Plant. One accent colored wall is permitted.

Requests for inspection to determine if repainting is required should be via the Work Request form (see Exhibit G2). Procedures for completing this form are provided in the sub-topic "Request for Services," this section.