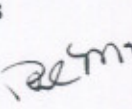


DIVISION OF PARKS AND RECREATION

August 19, 1997

STAFF DIRECTIVE 97-18

TO: Superintendent of State Parks  
Parks Chief Ranger  
District Superintendents  
Park Superintendents

FROM: Philip K. McKnelly 

SUBJECT: Revision to Staff Directive 87-2  
Closing/Opening of Facilities

This Directive replaces Staff Directive 87-2 and is effective immediately.

All scheduled closings or openings of facilities or parks for other than normal, routine maintenance must be approved in advance by either the Director or Superintendent of State Parks. (Routine maintenance includes such items as closing a facility for cleaning, closing a parking lot for sweeping or painting stripes, etc.)

Routine maintenance that occurs infrequently, such as the draining of a park lake for maintenance on the dam locks and gates or for dredging, must be brought to the attention of the Director. The closing of facilities, such as cabins, visitor centers, bathhouses, etc., for more than one day should also be brought to the attention of the Director.

In the case of an emergency where there is a clear and present threat to the health, safety, and welfare of the visiting public or park staff, or where there is a threat to the protection of property, the ranking management official on site and in charge is delegated the authority to make an immediate decision to close a facility or park. The Accident/Incident Chain of Notification procedure (see Staff Directive 97-9) should be followed to report the emergency closing of the facility or park.

Once a facility or park has been closed, it shall not be reopened without certification from the management official on site and in charge of that facility or park that the conditions which warranted the closure have been rectified. This certification will be communicated verbally, with follow-up certification in writing, to the District Superintendent who will notify the Superintendent of State Parks and the Public Information Officer. The Public Information Officer will notify the Director.

Clarification or questions concerning this Staff Directive may be addressed to the Superintendent of State Parks.

PKM/CP/lf