

 <p><b>BAY OF PLENTY DISTRICT HEALTH BOARD HAUORA A TOI</b></p> <p><b>CLEAN WALLS IN PUBLIC AREAS PROTOCOL</b></p>	<p><b>CLEAN WALLS IN PUBLIC AREAS STANDARDS</b></p>	<p><b>Policy 5.1.14 Protocol 1</b></p>
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### **STANDARDS TO BE MET**

1. All Art work / Taonga must be evaluated by the Bay of Plenty District Health Board (BOPDHB) Art Committee before being placed within a BOPDHB facility.
2. The placement of all Art work / Taonga must be approved by the BOPDHB Art Committee.
3. The placement of notice boards and any other items in public areas must be carefully planned and the placement of Art work / Taonga should take priority. Where necessary the General Manager (GM) Property Services will be the final arbitrator.
4. All Art work / Taonga, notice boards and other items must be erected or placed by Property Services.
5. Public notice boards will be limited to one (1) board per department / ward and in support of promoting an aesthetically pleasing environment the type of notice boards will be standardised across the organisation, or be approved by the relevant GM.
6. Public notice boards should be kept neat, tidy and only display appropriate material, e.g. it is never appropriate to display posters, letters or leaflets which relate to industrial activity on notice boards in public areas.
7. The relevant GM / department manager is responsible for the management and maintenance of notice boards and other items in their public areas.
8. No posters, notices or stickers are to be fixed to walls in public areas (calendars should be placed in office areas only).
9. All signage is to comply with the BOPDHB policy 2.2.3 Signage and associated protocols.

### **ASSOCIATED DOCUMENTS**

- Bay of Plenty District Health Board policy 5.1.14 Clean Walls in Public Areas
- Bay of Plenty District Health Board policy 2.2.3 Signage

<p>Issue Date: Oct 2015 Review Date: Oct 2018</p>	<p>Page 1 of 1 Version No: 3</p>	<p>NOTE: The electronic version of this document is the most current. Any printed copy can not be assumed to be the current version.</p>
<p>Protocol Steward: GM Governance &amp; Quality</p>	<p>Authorised by: GM Property Services</p>	