

| New Plymouth Contract Bridge Club | |
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| Faults/Repairs Policy | |
| Policy | <p>Objective</p> <p>The club rooms are maintained in good working order to prevent disruption to bridge play</p> <p>Procedure</p> <ol style="list-style-type: none"> 1. Faults are notified to a Committee member as follows: <ul style="list-style-type: none"> ◦ Minor faults are recorded in the incident book (Director's room) ◦ Major Faults to a Committee member 2. Using a preferred provider, the appropriate service provider is contacted to deal with the problem (the preferred provider list is located on the notice board in the Director's room) 3. Faults requiring major expenditure need Committee approval 4. Access is arranged with a Committee member |
| Reference | |
| Responsibility | Building Committee |
| Date: | May 2018 Reviewed May 2021 |