

Landscape Maintenance Checklist for Facilities

This template for a landscape quality control checklist provides an example of the responsibilities a grounds team might have at a particular building or outdoor area. You can add or remove items and sections based on your own team's responsibilities.

Turf

- Mow
- Weed
- Aerate as needed
- Reseed as needed
- Fertilize as needed

Plantings & flower beds

- Water
- Weed
- De-bud
- Replace plantings
- Mulch as needed
- Pest and disease control

Snow & ice removal

- Shoveled
- Salted
- Icicles removed from overhangs

Irrigation

- Manual watering
- Irrigation systems running

Benches, fences, waste containers, & other fixtures

- Washed
- Repaired
- Painted according to schedule
- Replaced as needed

Trash

- Litter picked up
- Trash cans emptied
- Cans repaired or painted if needed

Leaf control

- Leaves raked or blown away
- Build-up cleared from drains

Walkways

- Clear of debris
- Washed as needed

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