

# Road Maintenance Checklist

General reference checklist for pothole repair, patching, and pavement operations.

## Checklist

- Service request intake and prioritization criteria defined
- Work zone traffic control practices align with local requirements
- Materials handling and storage standards documented
- Crew safety briefing and hazard awareness process in place
- Repair documentation includes location, date, method, and material usage
- Seasonal planning completed (spring potholes, summer paving coordination)
- Coordination process with utilities/capital projects established
- Post-work inspection and quality checks performed as appropriate

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