

3.2 - Administrative Offices

Standard: The agency administrative offices shall be accessible to the public and staff. There shall be administrative, meeting and storage space, and equipment adequate to perform the agency's functions and responsibilities.

Suggested Evidence of Compliance: Provide documentation that describes the types of office space and administrative equipment used by the agency and how access is provided to the staff and the public.

Informational reference in the *Management of Park and Recreation Agencies*, (2010), 3rd Ed., Chapter 5 - Organization Structure and Administrative Operations, p. 90.

Agency Evidence of Compliance:

DPRAC - 3.2.5 Location and Accessibility of Administrative Office

Agency Self Assessment: MET