

Timestamp	Observation:	Room Number or Location/Name:	Comments for this room:	ADMINISTRATION	CUSTODIAL	FACILITIES WORK ORDER NUMBER	IEQ WORK ORDER NUMBER	ASSIGNED DATE	COMPLETION DATE	30-DAY REVISIT	CLOSED
1/29/2018 9:22:25	03. FOOD: Unsealed, left in room, dirty lunch boxes	Room 104- lounge	Need hard container for food,	x				2/2/18	2/5/18		
1/29/2018 9:31:23	03. FOOD: Unsealed, left in room, dirty lunch boxes	157 milligan	Food needs hard container	x				2/2/18	2/5/18		
1/29/2018 9:39:22	03. FOOD: Unsealed, left in room, dirty lunch boxes	Gym office	Food needs to be in hard container	x				2/2/18	2/5/18		
1/29/2018 9:54:45	03. FOOD: Unsealed, left in room, dirty lunch boxes	211 eubanks	Food needs hard container	x				2/2/18	2/5/18		
1/29/2018 9:23:53	06: CLEANLINESS: Dust, trash	Storage closet 1st pod	Floor is dirty		x			2/11/18	2/11/18		
1/29/2018 9:29:02	06: CLEANLINESS: Dust, trash	151 1st pod	Surfaces dusty		x			2/11/18	2/13/18		
1/29/2018 9:34:53	06: CLEANLINESS: Dust, trash	159 tech	Light lens needs to be cleaned and electrical needs to be checked in that light		x			2/11/18	2/11/18		
1/29/2018 9:47:38	06: CLEANLINESS: Dust, trash	Boiler room	Dusty clean floor and hardware on doors		x			2/11/18	2/13/18		
1/29/2018 9:48:49	06: CLEANLINESS: Dust, trash	170 closet	Clean floor		x			2/11/18	2/13/18		
1/29/2018 9:49:19	06: CLEANLINESS: Dust, trash	140 electrical	Clean floor		x			2/11/18	2/11/18		
1/29/2018 9:51:16	06: CLEANLINESS: Dust, trash	Boys by cafeteria	Exhaust vent needs cleaning tile over sink needs gum removed		x			2/11/18	2/13/18		
1/29/2018 10:00:07	06: CLEANLINESS: Dust, trash	Cafeteria	Clean lenses for bugs		x			2/11/18	2/11/18		
1/29/2018 10:18:16	06: CLEANLINESS: Dust, trash	143 2nd grade pod	Floor dirty closet		x			2/11/18	2/13/18		
1/29/2018 10:20:58	06: CLEANLINESS: Dust, trash	150 speech	Shelves need dusting		x			2/11/18	2/13/18		
1/29/2018 9:27:00	08: CEILING TILES: Stained, broken, holes, painted	119	Water stain - whole tile		x			2/11/18			
1/29/2018 9:35:53	08: CEILING TILES: Stained, broken, holes, painted	159 tech	Cut stained tile in back		x-Howard 1st	x59749		2/11/18			
1/29/2018 9:37:16	08: CEILING TILES: Stained, broken, holes, painted	111	2 whole tiles			x59949		2/11/18			
1/29/2018 9:46:11	08: CEILING TILES: Stained, broken, holes, painted	Hall at 157	2 stained cut tiles		x-Howard 1st	x59754		2/11/18			
1/29/2018 9:46:38	08: CEILING TILES: Stained, broken, holes, painted	130	Whole stained ceiling tile		x			2/11/18	2/11/18		
1/29/2018 9:49:08	08: CEILING TILES: Stained, broken, holes, painted	140	Whole ceiling tile		x			2/11/18			
1/29/2018 9:51:53	08: CEILING TILES: Stained, broken, holes, painted	Boys bathroom by cafeteria	2 cut stained tiles by door		x-Howard 1st	x59759		2/11/18			
1/29/2018 9:52:29	08: CEILING TILES: Stained, broken, holes, painted	Boys bathroom by cafeteria	Dropping tile to be reset by custodial		x			2/11/18	2/13/17		
1/29/2018 10:00:32	08: CEILING TILES: Stained, broken, holes, painted	Stage	Repair t's and replace tile		x-Howard 1st	x59760		2/11/18			
1/29/2018 10:02:49	08: CEILING TILES: Stained, broken, holes, painted	3rd pod	Stained cut tile		x-Howard 1st	x59762		2/11/18			
1/29/2018 10:03:53	08: CEILING TILES: Stained, broken, holes, painted	3rd pod	Broken partial tile			x59764		2/11/18			

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1/29/2018 10:09:29	08. CEILING TILES: Stained, broken, holes, painted	108 health office storage	Stained tile		x			2/11/18	2/11/18		
1/29/2018 9:55:40	10. CONDENSATION: Evidence of humidity (ceilings, walls, doors, windows)	204	Two windows - one on left has lots of condensation. Was to be fixed in the beginning of the year but is still having issues				x	2/11/18			
1/29/2018 9:42:03	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	127	Lamp	x				2/11/18			
1/29/2018 10:09:01	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	108 health office	Warehouse pick up standing lamp		x			2/11/18	2/11/18		
1/29/2018 9:27:15	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	156 farewell	Plan for keeping stuffed animals clean	x				2/2/18	2/5/18		
1/29/2018 9:28:32	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	156 farewell	Rug not HCPSS approved and safety risk	x				2/2/18	2/5/18		
1/29/2018 9:33:16	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	158 Parham	Need plan for stuffed animals	x				2/2/18	2/5/18		
1/29/2018 9:35:59	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	123	Couch	x				2/2/18	2/5/18		
1/29/2018 9:53:21	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	215 scheler/bindseil	Plan for animals	x				2/2/18	2/5/18		
1/29/2018 9:55:45	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	211 Eubanks	Plan for fabric animals	x				2/2/18	2/5/18		
1/29/2018 10:10:25	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	108 health	Plan for stuffed animals	x				2/2/18	2/5/18		
1/29/2018 10:10:51	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Office bathrooms	Plan to wash table cloths	x				2/2/18	2/5/18		
1/29/2018 10:11:01	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	136	Pillows	x				2/2/18	2/5/18		
1/29/2018 9:24:36	14. MATERIALS/CHEMICALS: Improperly stored or marked	122 - 3rd grade closet in pod	Plant materials in open bag?	x				2/2/18	2/5/18		
1/29/2018 9:32:04	14. MATERIALS/CHEMICALS: Improperly stored or marked	157 milligan	Lysol spray not HCPSS approved	x				2/2/18	2/5/18		
1/29/2018 9:23:18	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	104 lounge	Fake plant	x				2/2/18	2/5/18		
1/29/2018 9:38:06	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Hall by art	Fake plants in hall. Are they used for art work?	x				2/2/18	2/5/18		
1/29/2018 10:23:22	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	153 mcnaughton	Remind all not to leave chargers plugged in unless charging be of heat and fire	x				2/2/18	2/5/18		
1/29/2018 10:13:39	27. ELECTRICAL WIRING: Exposed or disconnected wires	209	Dangling smoke detector			x- IT work order- router		2/11/18			
1/29/2018 9:25:06		155	Fire extinguisher not inspected		x			2/11/18	2/11/18		
1/29/2018 9:36:40		159 tech	Fire extinguisher not checked since aug		x			2/11/18	2/11/18		
1/29/2018 9:44:35		Girls bathroom by gym	Need water down floor drain weekly		x			2/11/18			