School/Facility: Ellicott Mills Middle

Location: Classroom 13

Date of IEQ Report Form: September 9, 2017 (form and work order 44408)

Date(s) Investigated: Not Applicable

Date of Report: December 22, 2017

IEQ Concern:

Individual reported an "old wet" odor in the back of the classroom.

IEQ Investigation Process:

Identify deficiencies that may impact IEQ and/or sources of odor concerns. Typically includes the following depending on the nature of concern, but not limited to:

- interview/questionnaire of concern individual(s)
- inspection above drop ceiling (condition of roof deck, pipe insulation, return air plenum)
- inspection of ventilation system (operation of variable air volume box and outdoor air dampers, check controls, measurements of carbon dioxide, temperature and relative humidity, sources near outdoor air intake, measure return and supply air volume, cleanliness of coils, liner and condensate pan)
- inspection of exterior
- inspection below drop ceiling (housekeeping, sink and floor drain traps, signs of past and
 present moisture concern via visual and/or moisture meter, mold growth, ensure connection
 of current and capping of abandoned sanitary vents, odorizers, excessive plants and fabric
 items, identify potential pathways, and measure volatile organic compounds, carbon
 monoxide, and lighting)

Findings:

• School contacted the Office of the Environment on September 26th indicating they identified the source to be a student's personal belonging.

Corrective Actions:

• No corrective action required.