

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
1/16/2018 9:22:48	08: CEILING TILES: Stained,	67	Custodial replace full broken tile and reset tile with sprinkler head		X			1/16/2018	1/16/2018	N/A	
1/16/2018 9:24:19	04: VENTS: Dirty, obstructed	68	Wall vent blocked - need one foot clearance	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:26:58	11. NON-ISSUED HCPSS FU	71	Stand alone lamp	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:27:27	11. NON-ISSUED HCPSS FU	71	Cloth chair- plan	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:28:21	12. FABRIC MATERIALS: Sti	8 - Music	Fabric covering shelves	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:28:47	03. FOOD: Unsealed, left in r	61	Food not in hard container	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:30:44	11. NON-ISSUED HCPSS FU	71	Cloth chair- plan	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:31:18	12. FABRIC MATERIALS: Sti	55	Cloth - plan to keep clean	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:32:38	12. FABRIC MATERIALS: Sti	54	Plan to keep clean	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:32:55	04: VENTS: Dirty, obstructed	96 - Brookins	Vent obstructed by bookcase	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:33:48	12. FABRIC MATERIALS: Sti	53	Plan to keep clean	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:35:15	12. FABRIC MATERIALS: Sti	100 - Moellmann	Fabric pillows	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:36:34	12. FABRIC MATERIALS: Sti	101 Nilles	Fabric chair	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:37:43	08: CEILING TILES: Stained,	52	Reset ceiling tile in grid and replaced chipped corner tile		X			1/16/2018	1/16/2018	N/A	
1/16/2018 9:37:43	12. FABRIC MATERIALS: Sti	103 Hidirshah	Fabric chair and pillows	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:39:24	12. FABRIC MATERIALS: Sti	105 Spurlock	Fabric coverings	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:40:55	01A. ODOR: Unusual or offer	45	Pour water down floor drain in restroom		X			1/16/2018	1/16/2018	N/A	
1/16/2018 9:41:54	12. FABRIC MATERIALS: Sti	107 Aikens/Filler	Fabric covering shelves	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:43:04	04: VENTS: Dirty, obstructed	44	Need one foot clearance in front of wall vent	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:44:54	12. FABRIC MATERIALS: Sti	109 Appler	Fabric chair	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:46:05	12. FABRIC MATERIALS: Sti	106 Clark	Fabric pillows, etc.	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:47:43	04: VENTS: Dirty, obstructed	5	Custodial clean ceiling vent		X			1/16/2018	1/16/2018	N/A	
1/16/2018 9:52:15	03. FOOD: Unsealed, left in r	Stage	Food not in hard containers	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:57:50	12. FABRIC MATERIALS: Sti	71 - Ingram	Pillows, chair, stuffed animals	X				1/16/2018	1/16/2018	N/A	
1/16/2018 9:59:13	11. NON-ISSUED HCPSS FU	101	Plan to keep cloth furniture clean	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:00:01	06: CLEANLINESS: Dust, tra	67 Mangus	Clutter	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:00:55	11. NON-ISSUED HCPSS FU	103	Stand alone lamp and cloth chair - plan	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:01:45	12. FABRIC MATERIALS: Sti	105	Rug not HCPSS approved	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:01:58	03. FOOD: Unsealed, left in r	61 - RECC	Food out	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:02:38	12. FABRIC MATERIALS: Sti	61 RECC Closet	Stuffed animals	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:03:01	12. FABRIC MATERIALS: Sti	107	Cloth needs a plan to keep clean	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:03:03	06: CLEANLINESS: Dust, tra	61 RECC closet	Clutter	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:04:54	12. FABRIC MATERIALS: Sti	106	Rug not HCPSS approved, pillows need a plan to keep clean	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:05:03	12. FABRIC MATERIALS: Sti	62 Keller	Fabric	X				1/16/2018	1/16/2018	N/A	

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1/16/2018 10:05:32	08: CEILING TILES: Stained,	106	Custodial reset tile at window		X			1/16/2018	1/16/2018	N/A	
1/16/2018 10:06:38	06: CLEANLINESS: Dust, tra	62 Keller	Clutter	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:07:42	12. FABRIC MATERIALS: Sti	55 McKnight	Fabric covering shelves	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:11:10	12. FABRIC MATERIALS: Sti	54 Foreman	Fabric covering shelves	X				1/16/2018	1/16/2018	N/A	
1/16/2018 10:14:32	04: VENTS: Dirty, obstructed	52	Vent covered	X				1/16/2018	1/16/2018	N/A	