

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
10/25/2017 10:45:1	01B. TEMPERATURE: Uncomfortable	133	Warm- window open (place data logger)			50036	X50036	11/9/17	11/9/17		
10/25/2017 10:38:3	02. AIR FRESHENERS	Staff restroom by custodial2	Spray air freshener	X					10/30/17		
10/25/2017 10:40:5	03. FOOD: Unsealed, left in room, dirty lunch boxes	110		X					10/30/17		
10/25/2017 10:49:0	06: CLEANLINESS: Dust, trash	228	One sprinkler head excessively dusty			X		11/7/17	11/7/17		
10/25/2017 10:57:0	06: CLEANLINESS: Dust, trash	Storage 6	Floor dust		X			11/7/17	11/7/17		
10/25/2017 10:36:4	07: PESTS: Signs of infestation (fecal matter)	Gym floor termite damage size doubled per staff				X50400		11/7/17	11/7/17		
10/25/2017 10:29:3	08: CEILING TILES: Stained, broken, holes, painted	222	3 - possible food splatter?		X			11/7/17	11/7/17		
10/25/2017 10:34:2	08: CEILING TILES: Stained, broken, holes, painted										
10/25/2017 10:42:1	08: CEILING TILES: Stained, broken, holes, painted	Girls room at 225	Not ceiling tile but ceiling paint is peeling by vent			X50400		11/9/17	11/9/17		
10/25/2017 10:45:5	08: CEILING TILES: Stained, broken, holes, painted	245	Not a tile, but a piece of the ceiling is peeling back by the vent in the bathroom			X50400		11/9/17	11/9/17		
10/25/2017 10:46:2	08: CEILING TILES: Stained, broken, holes, painted										
10/25/2017 10:47:4	08: CEILING TILES: Stained, broken, holes, painted										
10/25/2017 10:48:5	08: CEILING TILES: Stained, broken, holes, painted										
10/25/2017 10:54:4	08: CEILING TILES: Stained, broken, holes, painted										
10/25/2017 10:57:3	08: CEILING TILES: Stained, broken, holes, painted	Storage 6	Broken tiles for wiring in server room		X	50050		11/8/17	11/8/17		
10/25/2017 10:59:2	08: CEILING TILES: Stained, broken, holes, painted	Outside girls room by 240	3 stains on two tiles by sprinkler head		X	50053		11/8/17	11/8/17		
10/25/2017 11:01:0	08: CEILING TILES: Stained, broken, holes, painted	240	Stain on tile above open wall to common area		X	50053		11/8/17	11/8/17		

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10/25/2017 11:02:0	08: CEILING TILES: Stained, broken, holes, painted	241	Check tile in kiln room		X			10/26	10/26/17		
10/25/2017 11:03:1	08: CEILING TILES: Stained, broken, holes, painted										
10/25/2017 11:07:4	08: CEILING TILES: Stained, broken, holes, painted	Restroom diagonal from 209	Not tile, but rip in ceiling under vent		X	50059		11/8/17	11/8/17		
10/25/2017 11:10:2	08: CEILING TILES: Stained, broken, holes, painted	208	Stained ceiling tile by sprinkler head		X	50055		11/8/17	11/8/17		
10/25/2017 11:11:1	08: CEILING TILES: Stained, broken, holes, painted	207	Two tiles by front door		X	5055		11/8/17	11/8/17		
10/25/2017 10:46:0	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	226	Carpet and fake plant	X				10/30/17	10/30/17		
10/25/2017 10:51:4	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES										
10/25/2017 10:33:1	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	130	Sprinkler head is extremely dusty			X50061		11/8/17	11/8/17		
10/25/2017 10:51:1	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Common area at 239	Fake plant	X					11/7/17		
10/25/2017 10:54:5	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	232	Fake plants	X					11/7		
10/25/2017 11:05:0	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	212	Fabric over lights	X					10/30/17		
10/25/2017 10:32:2	15. FLOORS: Coverings not level or secure (tile, carpets, wood board, etc.)										
10/25/2017 10:37:1	15. FLOORS: Coverings not level or secure (tile, carpets, wood board, etc.)	Side entrance by kindergarten	Possible water stain on tiles by window		X	50055		11/8/17	11/8/17		

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10/25/2017 10:55:4	26. ELECTRICAL EQUIPMENT: Near sinks or source of water	243		X					10/30/17		
10/25/2017 11:21:4	04: VENTS: Dirty, obstructed	248 office	Vent dusty above grill				X	11/8/17	11/8/17		