

Timestamp	Observation:	Comments for this room:	Room Number or Location/Name:	ADMINISTRATION	CUSTODIAL	FACILITIES WORK ORDER NUMBER	IEQ WORK ORDER NUMBER	ASSIGNED DATE	COMPLETION DATE	30-DAY REVISIT	CLOSED
10/27/2017 9:42:33	06: CLEANLINESS: Dust, trash	Dust found on ledge along cubbies.	113		X			10/30/17			
10/27/2017 9:48:17	06: CLEANLINESS: Dust, trash	Dust on ledges and cobwebs	115 Shields Grapes		X			10/30/17			
10/27/2017 9:51:08	06: CLEANLINESS: Dust, trash	Dusty - clean daily	Media		X			10/30/17			
10/27/2017 9:55:12	06: CLEANLINESS: Dust, trash	Dusty vent	188A closet		X			10/30/17			
10/27/2017 9:55:42	06: CLEANLINESS: Dust, trash	Dust on ledges and cobwebs	117 Lookingbill		X			10/30/17			
10/27/2017 9:56:20	06: CLEANLINESS: Dust, trash	Dust the air conditioning unit and shelving unit	148		X			10/30/17			
10/27/2017 10:08:08	06: CLEANLINESS: Dust, trash	Dust ledges and counter tops	126 Curtis		X			10/30/17			
10/27/2017 10:10:01	06: CLEANLINESS: Dust, trash	Dust on countertops	131 Portalea		X			10/30/17			
10/27/2017 10:11:25	06: CLEANLINESS: Dust, trash	Ledges dusty	132 Petrella		X			10/30/17			
10/27/2017 10:14:24	06: CLEANLINESS: Dust, trash	Dust on ceilings	133 Hancock		X			10/30/17			
10/27/2017 10:16:57	06: CLEANLINESS: Dust, trash	Dust on ceilings in corners	134 Glennon		X			10/30/17			
10/27/2017 10:18:40	06: CLEANLINESS: Dust, trash		134 Glennon File cabinets outside room		X			10/30/17			
10/27/2017 9:45:32	08: CEILING TILES: Stained, broken, holes, painted	1 damaged tile in sprinkler head tile needs to be replaced	156 A girls room		X	This room # does not exist and we can't find it					
10/27/2017 9:57:39	08: CEILING TILES: Stained, broken, holes, painted	Dottie change full tile with chip tile	Media		X				10/27/17		
10/27/2017 10:02:17	08: CEILING TILES: Stained, broken, holes, painted	2 full stained tiles	Media center above table 4		X				10/27/17		
10/27/2017 10:05:45	08: CEILING TILES: Stained, broken, holes, painted		Ha		X		49831				
10/27/2017 10:06:57	08: CEILING TILES: Stained, broken, holes, painted	Full tile outside of room	126 Curtis- Hallway		X		49831				
10/27/2017 10:08:12	08: CEILING TILES: Stained, broken, holes, painted	Cut tile cracked	Girls room fifth grade pod		X		49829				
10/27/2017 9:56:46	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Coffee maker under sink	117 Lookingbill	X						11/1/17	
10/27/2017 9:36:50	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Paper flowers on the wall can't be kept dust free	151	X				10/30/17 - Plan for dusting on a regular basis			

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10/27/2017 9:39:29	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Fabric covering the cubbies need a cleaning plan.	150	X				10/30/17 - Plan to be washed quarterly			
10/27/2017 9:45:22	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Stuffed animals in plastic bin are washed once a month	119 Rathmann	X				Washed monthly			
10/27/2017 9:54:37	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Stuffed animal and blanket washed every other week	117 Lookingbill	X				Washed bi-weekly			
10/27/2017 9:59:09	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Curtains washed quarterly	118 Deschenes	X				Washed quarterly			
10/27/2017 10:03:11	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Keep lions dust free	Media center	X				Dusted montly			
10/27/2017 10:10:09	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Cloth over shelving	168	X				Washed quarterly			
10/27/2017 10:12:38	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Table clothes and pillows - washed monthly	132 Petrella	X				Washed monthly			
10/27/2017 10:12:52	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Cloth over shelving	166	X				Washed montly			
10/27/2017 10:15:43	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Curtains need a plan	Staff lounge	X				Vacuumed weekly			
10/27/2017 10:18:02	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Cleaned quarterly	134 Glennon	X				Cleaned quarterly			
10/27/2017 10:22:11	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Washed quarterly stuffed animals	135 Sacks	X				Washed quarterly			

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10/27/2017 10:22:46	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Table cloth and curtains in Principal's office need a cleaning plan	Front office	X				Washed montly			
10/27/2017 9:40:21	14. MATERIALS/CHEMICALS: Improperly stored or marked	Lysol container	150	X					11/6/17 - given HCPSS approved cleaner		
10/27/2017 9:44:15	14. MATERIALS/CHEMICALS: Improperly stored or marked	Two stains in a cut tile in electrical room	156 A		X	Room # does not exist & can't find it					
10/27/2017 9:56:35	14. MATERIALS/CHEMICALS: Improperly stored or marked	Non school issue Cleaner under sink	188	X					11/6/17 - given HCPSS approved cleaner		
10/27/2017 10:00:10	14. MATERIALS/CHEMICALS: Improperly stored or marked	Lysol can	Media office	X					11/1/17 - removed		
10/27/2017 9:49:58	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Plastic flowers	116 Thompson	X					11/1/17 - removed		
10/27/2017 10:04:12	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Artificial plants/ flowers	Media center	X					11/1/17 - removed		
10/27/2017 9:40:01		Storage too high on shelf	Cafeteria pta shelf	X					11/1/17 - items moved		
10/27/2017 9:49:27		2 Full tiles. One stain each	184		X	49848					
10/27/2017 9:53:57		Cloth bags and two stuffed animals cloth curtains	187	X					Washed quarterly		
10/27/2017 10:04:44		Vent needs reset	169 back storage		X	49833					
10/27/2017 10:10:42		Broken ceiling tile in cut tile	Boys bathroom (K/1)		X	49829					