

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
3/13/2018 14:25:20	01A. ODOR: Unusual or offensive	228	Intermittent Musty odor - Office of Environment	X			64639				
3/13/2018 13:29:10	01B. TEMPERATURE: Uncomfortable	Girls locker room	Very hot	X		64642					
3/13/2018 14:26:57	03. FOOD: Unsealed, left in room, dirty lunch boxes	202	Teacher planning area		X						
3/13/2018 13:24:53	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Kitchen	Dishwashing area		X						
3/13/2018 13:34:58	04: VENTS: Dirty, obstructed (Wall, Ceiling)	118	Storage closet		X						
3/13/2018 13:51:46	04: VENTS: Dirty, obstructed (Wall, Ceiling)	118	Sawdust on ceiling vent		X						
3/13/2018 13:57:52	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Elevator equipment room			X						
3/13/2018 14:20:58	04: VENTS: Dirty, obstructed (Wall, Ceiling)	220	Air flow vents blocked with books		X						
3/13/2018 13:36:05	06: CLEANLINESS: Dust, trash	Locker room	Dust on top of lockers and vents		X						
3/13/2018 13:53:10	06: CLEANLINESS: Dust, trash	118	Sawdust on outlets		X						
3/13/2018 14:21:35	06: CLEANLINESS: Dust, trash	203B	Cobwebs along ceiling		X						
3/13/2018 14:24:04	07: PESTS: Signs of infestation (fecal matter)	201	Pest traps for spiders and ants	X		64646					
3/13/2018 14:28:39	07: PESTS: Signs of infestation (fecal matter)	202	Mousetrap	X		64646					
3/13/2018 14:32:21	07: PESTS: Signs of infestation (fecal matter)	200	Insect traps on window sills	X		64646					
3/13/2018 13:37:55	08: CEILING TILES: Stained, broken, holes, painted	Weight room	Broken tile	X		64683					
3/13/2018 13:40:21	08: CEILING TILES: Stained, broken, holes, painted	PE teacher planning 1	Stained tile	X		64683					
3/13/2018 13:53:42	08: CEILING TILES: Stained, broken, holes, painted	115	Stained ceiling tile in the back	X		64683					
3/13/2018 13:55:25	08: CEILING TILES: Stained, broken, holes, painted	Admin	Damaged tiles in front of TA office	X		64683					
3/13/2018 14:10:03	08: CEILING TILES: Stained, broken, holes, painted	115	Stained tile back of room	X		64683					
3/13/2018 14:25:21	08: CEILING TILES: Stained, broken, holes, painted	223	Ceiling tile stain window side of room	X		64683					
3/13/2018 14:25:48	08: CEILING TILES: Stained, broken, holes, painted	Rm 208		X		64683					

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3/13/2018 14:28:22	08: CEILING TILES: Stained, broken, holes, painted	Rm 206	Stain ceiling tile behind the tv	X		64683					
3/13/2018 14:31:59	08: CEILING TILES: Stained, broken, holes, painted	Rm 214	Ceil behind tv	X		64683					
3/13/2018 14:33:42	08: CEILING TILES: Stained, broken, holes, painted	202 office	Ceiling tile cracked around speaker	X		64683					
3/13/2018 14:43:12	08: CEILING TILES: Stained, broken, holes, painted	Rm 314	Ceiling tile with hole in it.	X		64683					
3/13/2018 14:48:49	08: CEILING TILES: Stained, broken, holes, painted	Rm 311	Hole in tile	X		64683					
3/13/2018 13:25:40	09. WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	Kitchen	Dishwashing area - rust on vents	X		64683					
3/13/2018 14:53:01	09. WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	S-23	Water stain on ceiling tile near label CL VLV AHU 5	X		64683					
3/13/2018 14:50:08	10. CONDENSATION: Evidence of humidity (ceilings, walls, doors, windows)	300	Above and near tv. Rusted water spots	X		64683					
3/13/2018 13:53:31	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Admin office at end of hall		X							
3/13/2018 14:02:39	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Portable 1	Bookshelves and mini fridge	X							
3/13/2018 14:05:09	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Portable 3	Bookshelf	X							
3/13/2018 14:20:11	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	220	Bookshelf	X							
3/13/2018 14:22:52	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	221	Bookshelf	X							
3/13/2018 14:23:14	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	222	Bookshelf	X							
3/13/2018 14:30:53	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	232	Light	X							
3/13/2018 14:40:43	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	318	Bookshelf	X							
3/13/2018 14:46:52	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	323	Fridge	X							
3/13/2018 13:42:57	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Student Services - Gm-K	Towel needs plan to be cleaned on occasion	X							

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3/13/2018 13:46:47	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Health Office	Stuffed animal need plan to be cleaned on occasion	X							
3/13/2018 13:49:42	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Main Office	Curtains need plan	X							
3/13/2018 13:59:11	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Custodial Office	Lei	X							
3/13/2018 14:21:13	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	225		X							
3/13/2018 14:26:00	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	228		X							
3/13/2018 14:26:59	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	229	And fake plant	X							
3/13/2018 14:31:13	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	232		X							
3/13/2018 14:32:37	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	233	Stuffed animal need plan	X							
3/13/2018 14:41:40	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	328		X							
3/13/2018 14:42:44	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	327	Jerseys/flags need to be cleaned occasionally, artificial tree	X							
3/13/2018 14:44:04	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	329a		X							
3/13/2018 14:46:38	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	333	Curtains and stuffed animals- need plan to be cleaned occasionally	X							

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3/13/2018 13:41:19	14. MATERIALS/CHEMICALS: Improperly stored or marked	Student services - A-Cg	Items hanging from ceiling		X						
3/13/2018 14:43:47	14. MATERIALS/CHEMICALS: Improperly stored or marked	329a	Items hanging from ceiling		X						
3/13/2018 14:24:44	17. FISH TANKS: Dirty, near vents/thermostats/electrical outlets	208	Fish tank needs some cleaning	X							
3/13/2018 13:30:55	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Boiler Room		X							
3/13/2018 14:53:01	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	3rd Floor Staff Bath		X							
3/13/2018 13:21:03	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	Cafe	Near teachers lounge. Missing escutcheon plate	X		64684					
3/13/2018 13:51:02	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	Room 118	Outlet not working covered with blue tape on ceiling	X		64684					
3/13/2018 14:49:04	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	336	Missing escutcheon plate - near window	X		64684					
3/13/2018 14:50:04	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	S35	Missing escutcheon plate	X		64684					
3/13/2018 14:20:45	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	203 B		X		64684					
3/13/2018 14:48:31	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	300	Need cord protector	X		64684					