

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
2/27/2018 14:17:01	03. FOOD: Unsealed, left in room, dirty lunch boxes	3		X							
2/27/2018 13:15:45	04: VENTS: Dirty, obstructed (Wall, Ceiling)	49	Diffuser dirty		X						
2/27/2018 13:22:37	04: VENTS: Dirty, obstructed (Wall, Ceiling)	45	Return dusty		X						
2/27/2018 13:26:23	04: VENTS: Dirty, obstructed (Wall, Ceiling)	48	Return dusty		X						
2/27/2018 13:30:52	04: VENTS: Dirty, obstructed (Wall, Ceiling)	51	Return dusty		X						
2/27/2018 13:34:03	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Staff lounge			X						
2/27/2018 13:42:20	04: VENTS: Dirty, obstructed (Wall, Ceiling)	6	Diffuser dirty		X						
2/27/2018 13:48:17	04: VENTS: Dirty, obstructed (Wall, Ceiling)	9	Return dusty and not seated properly		X						
2/27/2018 13:53:00	04: VENTS: Dirty, obstructed (Wall, Ceiling)	28	Dirty diffuser		X						
2/27/2018 14:06:25	04: VENTS: Dirty, obstructed (Wall, Ceiling)	2nd Grade Common Area			X						
2/27/2018 14:06:45	04: VENTS: Dirty, obstructed (Wall, Ceiling)	81			X						
2/27/2018 14:07:09	04: VENTS: Dirty, obstructed (Wall, Ceiling)	82			X						
2/27/2018 14:09:05	04: VENTS: Dirty, obstructed (Wall, Ceiling)	79			X						
2/27/2018 14:09:21	04: VENTS: Dirty, obstructed (Wall, Ceiling)	75			X						
2/27/2018 14:09:56	04: VENTS: Dirty, obstructed (Wall, Ceiling)	65			X						
2/27/2018 14:13:35	04: VENTS: Dirty, obstructed (Wall, Ceiling)	37	Vent obstructed	X							

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2/27/2018 14:13:59	04: VENTS: Dirty, obstructed (Wall, Ceiling)	32			X						
2/27/2018 14:14:24	04: VENTS: Dirty, obstructed (Wall, Ceiling)	31	Vent obstructed	X							
2/27/2018 14:15:57	05: TEMPERATURE SENSORS: Blocked	35	Vent obstructed	X							
2/27/2018 13:17:02	06: CLEANLINESS: Dust, trash	49	Top of Goggle cabinets dusty		X						
2/27/2018 13:36:01	06: CLEANLINESS: Dust, trash	20	Stains, dirt on floor behind door		X						
2/27/2018 13:36:56	06: CLEANLINESS: Dust, trash	20	Dirty around water heater		X						
2/27/2018 13:38:02	06: CLEANLINESS: Dust, trash	20	Materials of instruction touching water heater	X							
2/27/2018 13:14:30	08: CEILING TILES: Stained, broken, holes, painted	Hallway outside of 184	Damaged tiles.		X						
2/27/2018 13:24:57	08: CEILING TILES: Stained, broken, holes, painted	46	Stained tile		X						
2/27/2018 13:26:58	08: CEILING TILES: Stained, broken, holes, painted	48	Stained an cracked tile		X						
2/27/2018 13:28:21	08: CEILING TILES: Stained, broken, holes, painted	182 - girls bath	Damaged ri g around sprinkler head			X					
2/27/2018 13:28:41	08: CEILING TILES: Stained, broken, holes, painted	50	Stained tile		X						
2/27/2018 13:29:07	08: CEILING TILES: Stained, broken, holes, painted	50	Stained tile		X						
2/27/2018 13:31:17	08: CEILING TILES: Stained, broken, holes, painted	Electrical closet in cafe hallway	Missing ring around sprinkler head			X					
2/27/2018 13:39:06	08: CEILING TILES: Stained, broken, holes, painted	20	Stained tile		X						
2/27/2018 13:39:28	08: CEILING TILES: Stained, broken, holes, painted	7	Stained tile		X						
2/27/2018 13:39:39	08: CEILING TILES: Stained, broken, holes, painted	Health	Missing ring and n sprinkler head			X					
2/27/2018 13:43:13	08: CEILING TILES: Stained, broken, holes, painted	Admin	Front door needs to be cut due to exit sign			X					

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2/27/2018 14:10:34	08: CEILING TILES: Stained, broken, holes, painted	Gym	Ceiling tile floats			X					
2/27/2018 14:16:31	08: CEILING TILES: Stained, broken, holes, painted	First Grade	Light cover coming down		X						
2/27/2018 13:18:57	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	49	Coffee pot	X							
2/27/2018 13:31:58	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	51	Lamps	X							
2/27/2018 13:33:01	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	51	Battery operated string lights	X							
2/27/2018 13:33:29	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	51	Battery operated candles	X							
2/27/2018 13:35:01	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	8	Refrigerator, microwave	X							
2/27/2018 13:41:27	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	8	Mug heating plate	X							
2/27/2018 14:09:42	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	71		X							
2/27/2018 14:12:40	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	3rd Grade Common Area	Microwave	X							
2/27/2018 13:28:59	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	182	Stuffed animals need plan	X							
2/27/2018 13:36:51	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	149	Stuffed animals need plan	X							
2/27/2018 13:37:38	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	150	Stuffed animals need plan	X							
2/27/2018 13:40:44	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Health storage		X							

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2/27/2018 13:15:59	14. MATERIALS/CHEMICALS: Improperly stored or marked	Custodial Office	Items hanging from ceiling.	X							
2/27/2018 13:22:52	14. MATERIALS/CHEMICALS: Improperly stored or marked	205 storage closet	18 " of clearance per fire code	X							
2/27/2018 14:07:54	14. MATERIALS/CHEMICALS: Improperly stored or marked	82	Hanging paper	X							
2/27/2018 14:11:51	14. MATERIALS/CHEMICALS: Improperly stored or marked	42	Storage clearance and hanging decor	X							
2/27/2018 14:13:08	14. MATERIALS/CHEMICALS: Improperly stored or marked	34	18" clearance needed	X							
2/27/2018 13:17:08	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Custodial Office	Artificial Plant	X							
2/27/2018 13:29:15	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	182		X							
2/27/2018 13:34:23	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Staff lounge		X							
2/27/2018 13:38:11	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Admin bathroom	Wreath	X							
2/27/2018 13:40:52	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	8	Artificial Plant	X							
2/27/2018 13:45:01	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	6	Artificial Plant	X							
2/27/2018 14:07:26	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	82		X							

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2/27/2018 14:11:12	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Media	Artificial Plant	X							
2/27/2018 13:21:32	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	48	Counter loose			X					
2/27/2018 13:49:21	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	9	Uncovered cord		X						
2/27/2018 13:44:36	25. EXTENSION CORDS: Used as permanent wiring	6	Uncovered cord		X						
2/27/2018 13:46:04	25. EXTENSION CORDS: Used as permanent wiring	4	Uncovered cord		X						