

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
4/12/2018 11:44:3	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Boys locker room team room	Flaking paint should be replaced		X	69094					
4/12/2018 11:46:5	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Boys lockerroom	Entrance		X	69095					
4/12/2018 12:58:4	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Media conference room	Supply diffuser rusty - clean and repaint or replace		X						
4/12/2018 11:41:3	06: CLEANLINESS: Dust, trash	Hall outside 108	Dusty vent		X						
4/12/2018 11:33:2	07: PESTS: Signs of infestation (fecal matter)	210 and office	Mice		X						
4/12/2018 11:29:5	08: CEILING TILES: Stained, broken, holes, painted	Book storage one across 200	Above door		X						
4/12/2018 11:31:2	08: CEILING TILES: Stained, broken, holes, painted	Book storage 1	3 stained tiles		X						
4/12/2018 11:34:4	08: CEILING TILES: Stained, broken, holes, painted	Journalism	Near room divide		X						
4/12/2018 11:35:3	08: CEILING TILES: Stained, broken, holes, painted	211	Ceiling tile near rm divide		X						
4/12/2018 11:36:5	08: CEILING TILES: Stained, broken, holes, painted	Storage 2	Above door and in all way outside of closet		X						
4/12/2018 11:37:1	08: CEILING TILES: Stained, broken, holes, painted	Entry doors	Tile missing		X						
4/12/2018 11:39:4	08: CEILING TILES: Stained, broken, holes, painted	108	Over chalk board		X						
4/12/2018 11:40:3	08: CEILING TILES: Stained, broken, holes, painted	Hall outside 108	Near sprinkler		X						
4/12/2018 11:45:2	08: CEILING TILES: Stained, broken, holes, painted	Men's locker roo. Bathroom	Ceiling open		X						
4/12/2018 11:50:2	08: CEILING TILES: Stained, broken, holes, painted	102	Small stain near sprinkler		X						
4/12/2018 11:50:4	08: CEILING TILES: Stained, broken, holes, painted	040 storage			X						
4/12/2018 11:54:1	08: CEILING TILES: Stained, broken, holes, painted	Entrance foyer (by ROTC)	Missing tile		X						
4/12/2018 11:56:4	08: CEILING TILES: Stained, broken, holes, painted	103	Small stains near storage cabinet & near corner window		X						
4/12/2018 12:19:0	08: CEILING TILES: Stained, broken, holes, painted	106	Missing tile over small desk		X						
4/12/2018 12:56:3	08: CEILING TILES: Stained, broken, holes, painted	Activities manager storage closet			X						

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4/12/2018 11:40:4	09. WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	Gym	Water staining on ceiling I. Various locations. Source addressed ?		X						
4/12/2018 11:45:5	09. WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	Book room social studies	Rust on wall		X						
4/12/2018 11:26:3	10. CONDENSATION: Evidence of humidity (ceilings, walls, doors, windows)	200	Ceiling tiles near front door		X						
4/12/2018 11:38:0	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	211	Lamp and rug	X							
4/12/2018 12:04:1	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	501	Several lights	X							
4/12/2018 11:44:2	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	101	Dusty baseball caps	X							
4/12/2018 12:16:4	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	106		X							
4/12/2018 12:08:0	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	502		X							
4/12/2018 12:27:5	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Guidance		X							
4/12/2018 12:31:1	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Media		X							
4/12/2018 11:21:4	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	Admin - mail area	Missing escutian plate		X		69092				
4/12/2018 11:49:4	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	Music 040	Missing escutian plate above chalk board		X		69092				
4/12/2018 12:00:1	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	270 choir	Cord protector	X	X						
4/12/2018 12:18:1	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	106	Projector	X	X						

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4/12/2018 11:37:2	25. EXTENSION CORDS: Used as permanent wiring	Journalism	For bank of 3 computers		X						
4/12/2018 11:49:3	43. PLANT BEDS: Not properly maintained	102	Projector to wall		X						
4/12/2018 11:47:3		Book room outside 101	Doesn't lock		X	69053					
4/12/2018 14:24:5	10. CONDENSATION: E	Boiler room	Place work order for building g services to assess pipe insulation in boiler room								
4/25/2018 14:51:4	23. ELECTRICAL: Electr	153	Air handling unit noisy		X						
4/25/2018 14:58:0	11. NON-ISSUED HCPS	Boys locker room	Microwave	X							
4/25/2018 15:01:1	08: CEILING TILES: Stai	106	Stained tile to the right of room		C						
4/25/2018 15:02:0	23. ELECTRICAL: Electr	106	Two missing escutcheon plates		C	69092					
4/25/2018 15:03:2	04: VENTS: Dirty, obstru	104			C						
4/25/2018 15:06:1	12. FABRIC MATERIALS	102	Stuffed animals need plan	X							
4/25/2018 15:08:5	12. FABRIC MATERIALS	Admin	Terrible towels etc. need plan for occasional	X							
4/25/2018 15:09:3	18. PLANTS: NO ARTIFI	Admin/reception		X							
4/25/2018 15:11:5	08: CEILING TILES: Stai	Custodial closet across fr	Holes in ceiling		X						