

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
12/15/2017 9:05:19	01B. TEMPERATURE: Uncomfortable	A161	Really cold in bathroom		X	54469		12/20/17	12/22/17		
12/15/2017 9:42:58	01B. TEMPERATURE: Uncomfortable	A163	Temp fluctuates drastically throughout day		X	54469		12/20/17	12/22/17		
12/15/2017 8:56:57	02. AIR FRESHENERS	A159/a157	Bathroom cabinet- Lysol sprays, liquid starch.		X			12/20/17	12/20/17		
12/15/2017 9:36:31	02. AIR FRESHENERS	A165	Nail polish remover, Lysol spray, glass cleaner, 2nd cabinet over cubbies, closest to door	X				12/20/17	12/20/17		
12/15/2017 9:41:42	02. AIR FRESHENERS	A173	Lysol in cabinet	X				12/20/17	12/21/17		
12/15/2017 9:50:09	02. AIR FRESHENERS	B140	Restroom spray	X				12/20/17	12/21/17		
12/15/2017 9:50:46	02. AIR FRESHENERS	B139	Febreeze	X				12/20/17	12/21/17		
12/15/2017 8:57:37	03. FOOD: Unsealed, left in room, dirty lunch boxes	C203	Food not in hard container	X				12/20/17	12/21/17		
12/15/2017 9:03:08	03. FOOD: Unsealed, left in room, dirty lunch boxes	B105	Food, addressed	X				12/20/17	12/21/17		
12/15/2017 9:08:01	03. FOOD: Unsealed, left in room, dirty lunch boxes	B101	Flour for science	X				12/20/17	12/21/17		
12/15/2017 9:14:17	03. FOOD: Unsealed, left in room, dirty lunch boxes	B164	Food in cabinet	X				12/20/17	12/21/17		
12/15/2017 9:21:56	03. FOOD: Unsealed, left in room, dirty lunch boxes	B112	Oreos	X				12/20/17	12/21/17		
12/15/2017 9:29:41	03. FOOD: Unsealed, left in room, dirty lunch boxes	B126	Food, cocoa	X				12/20/17	12/21/17		
12/15/2017 9:34:32	03. FOOD: Unsealed, left in room, dirty lunch boxes	B153	Cocoa	X				12/20/17	12/21/17		
12/15/2017 9:45:14	03. FOOD: Unsealed, left in room, dirty lunch boxes	B170	Food over sink cabinet	X				12/20/17	12/21/17		
12/15/2017 9:48:10	03. FOOD: Unsealed, left in room, dirty lunch boxes	B171		X				12/20/17	12/21/17		
12/15/2017 9:00:06	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A129	Dust		X			12/20/17	12/21/17		
12/15/2017 9:00:20	04: VENTS: Dirty, obstructed (Wall, Ceiling)	C204	Move deck away from wall vent		X			12/20/17	12/21/17		
12/15/2017 9:08:57	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B131	Desk blocking return vent		X			12/20/17	12/21/17		
12/15/2017 9:09:23	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B131	Desk blocking return vent		X			12/20/17	12/21/17		
12/15/2017 9:12:38	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B134	Table in front of return vent		X			12/20/17	12/21/17		

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12/15/2017 9:24:25	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A151/a152	Dusty air vent in ceiling		X			12/20/17	12/21/17		
12/15/2017 9:41:24	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B151	Move items away from wall vent	X				12/20/17	12/21/17		
12/15/2017 9:48:32	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A141/a143	Nurse bathroom-		X			12/20/17	12/21/17		
12/15/2017 9:49:35	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A136			X			12/20/17	Cleaned on 12/21 Mechanical issue being resolved by HVAC tech.		
12/15/2017 9:51:25	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A134	Very dusty and loud!		X			12/20/17	Cleaned on 12/21 Mechanical issue being resolved by HVAC tech.		
12/15/2017 9:54:32	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A130/131			X			12/20/17	12/21/17		
12/15/2017 9:57:58	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Front office			X			12/20/17			
12/15/2017 10:01:26	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A103 bathroom			X			12/20/17			
12/15/2017 9:06:15	06: CLEANLINESS: Dust, trash	B130	Spot on floor in back of room		X			12/20/17	12/21/17 From plastic stool. Felt placed on bottom of legs		
12/15/2017 9:48:30	06: CLEANLINESS: Dust, trash	C112	Floor littered with scrap paper		X			12/20/17	12/21/17		
12/15/2017 10:00:18	06: CLEANLINESS: Dust, trash	A179	Extremely dusty		X			12/20/17	12/21/17		
12/15/2017 9:08:39	07: PESTS: Signs of infestation (fecal matter)	A160	Relocating mouse, check for droppings.		X			12/20/17	12/21/17		
12/15/2017 9:40:09	08: CEILING TILES: Stained, broken, holes, painted	B142A closet	Reset tile in grid		X			12/20/17	12/21/17		
12/15/2017 9:11:08	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	A160	Microwave. Coffee maker, fridge	X				12/20/17	12/21/17		
12/15/2017 9:17:18	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	a155	Cart by wipe board, looks like going to fall	X				12/20/17	12/21/17		
12/15/2017 9:20:19	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	A152	Leather recliner kid size	X				12/20/17	12/21/17		
12/15/2017 9:25:05	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	C107	2 wood Bookshelves not sure if HCPSS	X				12/20/17	12/21/17		
12/15/2017 9:29:11	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	A171	Small storage cabinet	X				12/20/17	12/21/17		
12/15/2017 9:59:33	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	A110	Microwave, fridge, toaster oven	X				12/20/17	12/21/17		

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12/15/2017 10:07:06	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	A120	Fridge, microwave, keurig	X				12/20/17	12/21/17		
12/15/2017 8:55:58	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	a127	Blanket in storage	X				12/20/17	12/21/17		
12/15/2017 8:57:25	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	B118	Cloth stools & chair back book holders	X				12/20/17	12/21/17		
12/15/2017 9:02:23	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A157	Dress up clothes, dolls, doll clothes	X				12/20/17	12/21/17		
12/15/2017 9:03:35	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A160	Fabric covering bookshelves	X				12/20/17	12/21/17		
12/15/2017 9:04:39	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A160	Curtains on dividing window	X				12/20/17	12/21/17		
12/15/2017 9:15:56	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	160	Curtains	X				12/20/17	12/21/17		
12/15/2017 9:16:12	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	a155	Cloth covered bookshelves	X				12/20/17	12/21/17		
12/15/2017 9:18:40	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	B109	Stuffed animal, silk flowers, need a plan	X				12/20/17	12/21/17		
12/15/2017 9:26:05	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A172	Stuffed animals in cabinet above sink	X				12/20/17	12/21/17		
12/15/2017 9:27:27	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A172 closet	Small bean bag chair	X				12/20/17	12/21/17		
12/15/2017 9:31:32	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A167	Fabric covers on books and homemade pvc divider	X				12/20/17	12/21/17		

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12/15/2017 9:32:25	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A167	Blue carpet??	X				12/20/17	12/21/17		
12/15/2017 9:32:26	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	B157	Stuffed animals but are prizes	X				12/20/17	12/21/17		
12/15/2017 9:34:56	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	B141	Cloth pillow tops on crates	X				12/20/17	12/21/17		
12/15/2017 9:38:30	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A165	Fabric covering shelves	X				12/20/17	12/21/17		
12/15/2017 9:40:11	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A163	Fuzzy blankets, pillow, covers on bookshelves, dress up clothes	X				12/20/17	12/21/17		
12/15/2017 9:44:07	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	B169	Stuffed dolls, need a plan	X				12/20/17	12/21/17		
12/15/2017 9:55:46	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A131	Stuffed animals	X				12/20/17	12/21/17		
12/15/2017 9:19:06	13. AIR GAPS: Structural or physical gaps around exit doors	A155	Exit door gap at bottom		X	#54446		12/20/17			
12/15/2017 10:09:33	13. AIR GAPS: Structural or physical gaps around exit doors	Portable	Main door does not close on its own		X	#54451		12/20/17			
12/15/2017 9:11:03	14. MATERIALS/CHEMICALS: Improperly stored or marked	B163	Lysol spray	X				12/20/17	12/21/17		
12/15/2017 9:13:32	14. MATERIALS/CHEMICALS: Improperly stored or marked	A155	Goo gone above sink in cabinet	X				12/20/17	12/21/17		
12/15/2017 9:24:37	14. MATERIALS/CHEMICALS: Improperly stored or marked	B117	Cleaner	X				12/20/17	12/21/17		
12/15/2017 9:29:16	14. MATERIALS/CHEMICALS: Improperly stored or marked	B126	Windex and cleaner on shelf	X				12/20/17	12/21/17		
12/15/2017 9:47:43	14. MATERIALS/CHEMICALS: Improperly stored or marked	B172	Lysol	X				12/20/17	12/21/17		

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12/15/2017 9:57:28	14. MATERIALS/CHEMICALS: Improperly stored or marked	A177	Spray cleaner	X				12/20/17	12/21/17		
12/15/2017 8:57:27	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	A126	Leaky faucet		X	#54453		12/20/17			
12/15/2017 8:58:14	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	A157	Sink faucet drips		X	#54457		12/20/17			
12/15/2017 10:02:58	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	A119	Leaky faucet		X	#54460		12/20/17			
12/15/2017 8:59:34	21. CARPET: Wet near sinks, fountains	A157	Carpet stain under outlet below projector		X			12/20/17	12/21/17		
12/15/2017 9:53:14	25. EXTENSION CORDS: Used as permanent wiring	A132	Power strip on computer	X				12/20/17	12/21/17		
12/15/2017 9:06:55	33. WINDOWS: Broken	B103	Drafty windows		X	#54462		12/20/17			
12/15/2017 9:24:05	33. WINDOWS: Broken	B117	Check window		X	#54462		12/20/17			
12/15/2017 9:37:26	33. WINDOWS: Broken	B150	Condensation		X	#54462		12/20/17			
12/15/2017 9:37:58	35. EXTERIOR DOORS: Not closed	B150	Water comes in when rains		X	#54467		12/20/17			
12/15/2017 9:52:01		B138	Materials on top shelf of closet	X				12/20/17	12/21/17		
12/15/2017 10:05:03		A120	Sprinkler clearance	X				12/20/17	12/21/17		