

Timestamp	Observation:	Room Number or Location/Name:	Comments for this room:	ADMINISTRATION	CUSTODIAL	FACILITIES WORK ORDER NUMBER	IEQ WORK ORDER NUMBER	ASSIGNED DATE
2/20/2018 14:40	33. WINDOWS: Broken	Stairwell D 2nd/3rd floor	Gap between windows			x	64651	
2/20/2018 14:41	08: CEILING TILES: Stained, broken, holes, painted	340	Stain on tile above door			x	64502	
2/20/2018 14:41	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	A116		x				
2/20/2018 14:42	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	222				x (need yellow cord c	64649	
2/20/2018 14:43	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	224				x (need yellow cord c	64649	
2/20/2018 14:44	04: VENTS: Dirty, obstructed (Wall, Ceiling)	222				x	64495	
2/20/2018 14:44	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	224	Portion of floor cover broken in back of room			x	64558	
2/20/2018 14:44	07: PESTS: Signs of infestation (fecal matter)	A134 closet			x			
2/20/2018 14:45		346	Crack in wall between windows			x	64566	

2/20/2018 14:46	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	226				x (need yellow cord c	64649	
2/20/2018 14:46	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Serving line - kitchen			x			
2/20/2018 14:47	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Serving line	Stuffed animal - needs plan		x			
2/20/2018 14:47	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	226	Floor outlet covers broken in back of room			x	64559	
2/20/2018 14:48		348	Cracks in wall near window, haze in air			x	64566	
2/20/2018 14:49	08: CEILING TILES: Stained, broken, holes, painted	228	Small hole in tile near door			x	64502	
2/20/2018 14:49	08: CEILING TILES: Stained, broken, holes, painted	350	Stained tile in back of room			x	64502	
2/20/2018 14:49	04: VENTS: Dirty, obstructed (Wall, Ceiling)	228	Dirty vents			x	64502	
2/20/2018 14:51	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Kitchen	Above double sink					
2/20/2018 14:52	08: CEILING TILES: Stained, broken, holes, painted	354	Stained tile near window			x	64502	

2/20/2018 14:52	08: CEILING TILES: Stained, broken, holes, painted	230	Multiple tiles with small holes on edges/corners			x	64502	
2/20/2018 14:52	07: PESTS: Signs of infestation (fecal matter)	355	Droppings			x		
2/20/2018 14:53	08: CEILING TILES: Stained, broken, holes, painted	Hallway in front of 230	Hole on side			x	64502	
2/20/2018 14:53	01B. TEMPERATURE: Uncomfortable	232				x	64495	
2/20/2018 14:54	08: CEILING TILES: Stained, broken, holes, painted	232	Tiles bowed near AC. Some other tiles have small holes			x	64502	
2/20/2018 14:55	06: CLEANLINESS: Dust, trash	358	Stained carpets			x		
2/20/2018 14:55	14. MATERIALS/CHEMIC ALS: Improperly stored or marked	School store	Clutter - difficult to clean			x		
2/20/2018 14:55	01B. TEMPERATURE: Uncomfortable	233 and 233a				x	64495	
2/20/2018 14:56	29. INSECTS: Insect populations (wasps, bees, etc.)	Stairwell a 3rd fl				x	64564	
2/20/2018 14:56	07: PESTS: Signs of infestation (fecal matter)	233 and 233a				x		
2/20/2018 14:57	15. FLOORS: Coverings not level or secure (tile, carpets, wood board, etc.)	233a	Base cove unsecured under sink			x	64542	
2/20/2018 14:57		300	Large crack in wall near closet			x	64638	
2/20/2018 14:58	08: CEILING TILES: Stained, broken, holes, painted	233	Small hole in tile back of room			x	64502	

2/20/2018 14:59	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	233	Broken faucet back table closest to door			x	64556	
2/20/2018 14:59	01A. ODOR: Unusual or offensive	300-306	Teachers indicate smells in these rooms			x		
2/20/2018 15:00	08: CEILING TILES: Stained, broken, holes, painted	A136				x		
2/20/2018 15:01	27. ELECTRICAL WIRING: Exposed or disconnected wires	306	Wifi unit disconnected from ceiling			x	64561	
2/20/2018 15:01	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A135				x		
2/20/2018 15:02	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	235	Missing outlet cover			x	64561	
2/20/2018 15:03	08: CEILING TILES: Stained, broken, holes, painted	234	Tile near vent gapping			x	64561	
2/20/2018 15:04	04: VENTS: Dirty, obstructed (Wall, Ceiling)	234	Dirty vents			x	64502	
2/20/2018 15:04		314	Crack in wall under tv			x	64638	
2/20/2018 15:05	04: VENTS: Dirty, obstructed (Wall, Ceiling)	236	Dirty vents			x	64502	
2/20/2018 15:05	08: CEILING TILES: Stained, broken, holes, painted	313	Broken tile around ac unit in ceiling			x	64502	
2/20/2018 15:06	08: CEILING TILES: Stained, broken, holes, painted	Hall 235 and 234	Small hole in ceiling tile			x	64502	

2/20/2018 15:07	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A125				x	64502	
2/20/2018 15:07	01B. TEMPERATURE: Uncomfortable	237	Hot!			x	64495	
2/20/2018 15:07	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	B109		x				
2/20/2018 15:08	08: CEILING TILES: Stained, broken, holes, painted	237	Small hole			x		
2/20/2018 15:08	01B. TEMPERATURE: Uncomfortable	322	Teacher indicated room is often cold			x	64495	
2/20/2018 15:08	14. MATERIALS/CHEMICALS: Improperly stored or marked	B109	Clutter	x				
2/20/2018 15:09	08: CEILING TILES: Stained, broken, holes, painted	323	Tile in center of room			x	64502	
2/20/2018 15:10	08: CEILING TILES: Stained, broken, holes, painted	B115	Damaged tiles			x	64502	
2/20/2018 15:12	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A140				x	64502	
2/20/2018 15:13	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A138				x	64502	
2/20/2018 15:13	14. MATERIALS/CHEMICALS: Improperly stored or marked	B105c	Compressor leaking? Not familiar with system			x	64522	
2/20/2018 15:14	08: CEILING TILES: Stained, broken, holes, painted	B105	5 inch diameter hole			x	64502	

2/20/2018 15:14	07: PESTS: Signs of infestation (fecal matter)	335	Recently, pests were observed		x			
2/20/2018 15:15	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A139				x	64502	
2/20/2018 15:15	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A141				x	64502	
2/20/2018 15:16		Stairwells ABCD	Flies in light fixtures			x	64564	
2/20/2018 15:18	08: CEILING TILES: Stained, broken, holes, painted	B125	Missing ceiling tile			x		
2/20/2018 15:19	08: CEILING TILES: Stained, broken, holes, painted	240	Tile 8feet from door			x	64502	
2/20/2018 15:22		A141a						
2/20/2018 15:22	14. MATERIALS/CHEMICALS: Improperly stored or marked	B114a	Instruct staff flame cabinets should be closed when not on in use.	x				
2/20/2018 15:23	08: CEILING TILES: Stained, broken, holes, painted	B114	Stained tiles at ceiling unit.			x		
2/20/2018 15:24	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	B114	Need plan.	x				
2/20/2018 15:24	04: VENTS: Dirty, obstructed (Wall, Ceiling)	A145 audio tech room				x	64502	
2/20/2018 15:24	08: CEILING TILES: Stained, broken, holes, painted	254	Stain on partial tile near window			x	64502	

2/20/2018 15:26		256	Exterior Windows still leaking but not as much as before			x	64641	
2/20/2018 15:28	07: PESTS: Signs of infestation (fecal matter)	227 and 229	Mouse			x		
2/20/2018 15:29	29. INSECTS: Insect populations (wasps, bees, etc.)	Stairwell A	3rd fl top level			x	64564	
2/20/2018 15:30		202	Floor crack between door and window			x	64644	
2/20/2018 15:30	08: CEILING TILES: Stained, broken, holes, painted	Staff bath on right near staff lounge	Stained tile			x	64502	
2/20/2018 15:32	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Health services and surrounding offices	Needs plan	x				
2/20/2018 15:32	27. ELECTRICAL WIRING: Exposed or disconnected wires	216	Wifi unit disconnected from ceiling			x	64563	
2/20/2018 15:35	03. FOOD: Unsealed, left in room, dirty lunch boxes	Office to the left of A121G		x				
2/20/2018 15:38	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Guidance and surrounding offices	Need plan	x				
2/20/2018 15:48	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	B107		x				

2/20/2018 15:50	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Portable 50				x	64502	
2/20/2018 15:55		B133e closet						
2/20/2018 15:57	08: CEILING TILES: Stained, broken, holes, painted	B133c coaches office				x	64502	
2/20/2018 16:00		B139						
2/20/2018 16:01	14. MATERIALS/CHEMICALS: Improperly stored or marked	Conf. Room	Items hanging from ceiling.			x		
2/20/2018 16:02	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B124				x	64502	
2/20/2018 16:04		B118 closet						
2/20/2018 16:06	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B132				x		
2/20/2018 16:07	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B126				x		
2/20/2018 16:07	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B128				x		
2/20/2018 16:08	08: CEILING TILES: Stained, broken, holes, painted	Admin	At front entrance - damaged tile			x		
2/20/2018 16:13	04: VENTS: Dirty, obstructed (Wall, Ceiling)	B123a closet				x		

