

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
2/2/2018 13:48:33	02. AIR FRESHENERS	C211		admin contact							
2/2/2018 13:26:43	04: VENTS: Dirty, obstructed (Wall, Ceiling)	C115	Return dusty								
2/2/2018 13:22:00	06: CLEANLINESS: Dust, trash	C110	Clutter - difficult to clean	admin contact							
2/2/2018 13:11:32	08: CEILING TILES: Stained, broken, holes, painted	Staff work room	Several tiles	Construction/ Renovation issue							
2/2/2018 13:17:02	08: CEILING TILES: Stained, broken, holes, painted	A130	Square tile missing in closet	Construction/ Renovation issue							
2/2/2018 13:17:53	08: CEILING TILES: Stained, broken, holes, painted	B160	Multiple stained tiles	Construction/ Renovation issue							
2/2/2018 13:29:01	08: CEILING TILES: Stained, broken, holes, painted	C118	Ceiling tile track bowed above desk	Construction/ Renovation issue							
2/2/2018 13:35:32	08: CEILING TILES: Stained, broken, holes, painted	Outside of stairwell near c101	Damaged tile will need to be cut	Construction/ Renovation issue							
2/2/2018 13:48:19	08: CEILING TILES: Stained, broken, holes, painted	Health room	One tile with stains			plumbing: 59666					
2/2/2018 13:57:06	08: CEILING TILES: Stained, broken, holes, painted	Mrs Fischer 3rd grade portable	Stained tile			carpentry: 59667					
2/2/2018 13:40:42	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	C209	Um stuffed animals - needs plan	admin contact							
2/2/2018 13:53:20	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	Health room	Scurtion plate in Health room missing			plumbing: 59666					