

Timestamp	Observation:	Room Number or Location/Name:	Comments for this room:	CUSTODIAL	FACILITIES WORK ORDERS	ADMINISTRATION	IEQ WORK ORDERS	ASSIGNED DATE	COMPLETION DATE	30-DAY REVISIT	CLOSED
5/17/2017 11:03:18	02: AIR FRESHENERS	3	Spray			X					
5/17/2017 10:06:34	03: FOOD: Unsealed, left in room, dirty lunch boxes	87	Container			X					
5/17/2017 10:20:09	03: FOOD: Unsealed, left in room, dirty lunch boxes	23	Container			X					
5/17/2017 10:11:42	04: VENTS: Dirty, obstructed (Wall, Ceiling)	91	Dusty	X							
5/17/2017 10:45:45	04: VENTS: Dirty, obstructed (Wall, Ceiling)	103 dry storage	Clean vents	X					5/17/17		
5/17/2017 9:58:45	06: CLEANLINESS: Dust, trash	16	Clutter	X							
5/17/2017 10:02:26	06: CLEANLINESS: Dust, trash	18	Declutter team closet	X							
5/17/2017 10:14:46	06: CLEANLINESS: Dust, trash	95	Clutter	X							
5/17/2017 10:15:30	06: CLEANLINESS: Dust, trash	14	Rags in metal tin.	X							
5/17/2017 10:18:22	06: CLEANLINESS: Dust, trash	93	Dust on ledges to roof Windows - high dusters	X							
5/17/2017 10:22:47	06: CLEANLINESS: Dust, trash	113	Closet door must be able to open. Clutter needs to be removed.	X							
5/17/2017 10:27:06	06: CLEANLINESS: Dust, trash	24	Declutter closet and desk area.	X							
5/17/2017 10:30:17	06: CLEANLINESS: Dust, trash	24	Declutter declutter	X							
5/17/2017 10:30:32	06: CLEANLINESS: Dust, trash	100	High dusters needed on duct work	X	32233			5/25/17			
5/17/2017 10:40:06	06: CLEANLINESS: Dust, trash	Access to boiler room	Peeling paint	X	32221			5/25/17			
5/17/2017 10:42:28	06: CLEANLINESS: Dust, trash	33	Chair blocking door	X							
5/17/2017 10:43:10	06: CLEANLINESS: Dust, trash	33	Cart by the exit door	X							
5/17/2017 10:48:00	06: CLEANLINESS: Dust, trash	38	Set of tables blocking the door	X							
5/17/2017 10:48:07	06: CLEANLINESS: Dust, trash	33	Tables need to be moved for proper exit walkway	X							
5/17/2017 10:57:31	06: CLEANLINESS: Dust, trash	47	Clutter, bag of dirt by exit door	X							
5/17/2017 9:53:35	08: CEILING TILES: Stained, broken, holes, painted	81	Stained and loose tiles and escutcheon	X	32222			5/25/17	5/30/17		
5/17/2017 9:54:41	08: CEILING TILES: Stained, broken, holes, painted	15	All good	X							
5/17/2017 9:57:16	08: CEILING TILES: Stained, broken, holes, painted	79	Stained tiles and rust at AHU	X	32229			5/25/17			
5/17/2017 9:59:30	08: CEILING TILES: Stained, broken, holes, painted	58	Stained tile. 1 marked 1 not marked	X	32245			5/25/17	5/25/17		
5/17/2017 10:00:53	08: CEILING TILES: Stained, broken, holes, painted	Hallway next to gym	Several hole tiles	X	32236			5/25/17			

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5/17/2017 10:01:58	08: CEILING TILES: Stained, broken, holes, painted	112	Stained tile	X	32241			5/25/17	5/30/17		
5/17/2017 10:03:03	08: CEILING TILES: Stained, broken, holes, painted	Foyer to 87	Stained and painted tiles	X	32242			5/25/17	5/30/17		
5/17/2017 10:04:23	08: CEILING TILES: Stained, broken, holes, painted	108	Cracked tile	X							
5/17/2017 10:04:55	08: CEILING TILES: Stained, broken, holes, painted	87	Stained tiles and painted	X	32253			5/25/17	5/30/17		
5/17/2017 10:10:39	08: CEILING TILES: Stained, broken, holes, painted	5th grade boys bathroom	Cracked/broken light cover	X	32249			5/25/17			
5/17/2017 10:15:35	08: CEILING TILES: Stained, broken, holes, painted	13	Sprinkler ring missing	X	32250			5/25/17			
5/17/2017 10:16:50	08: CEILING TILES: Stained, broken, holes, painted	57	Tile above circulation desk has stain	X	32244			5/25/17			
5/17/2017 10:16:55	08: CEILING TILES: Stained, broken, holes, painted	93	Stained roof leak	X	32252			5/25/17			
5/17/2017 10:23:10	08: CEILING TILES: Stained, broken, holes, painted	97	Stain at EXIT sign	X	32254			5/25/17	5/26/17		
5/17/2017 10:28:34	08: CEILING TILES: Stained, broken, holes, painted	Front entrance	Stained and misplaced tiles	X							
5/17/2017 10:30:57	08: CEILING TILES: Stained, broken, holes, painted	24	Ceiling tile stain in bathroom, has already notified through school dude	X	32247			5/25/17	5/30/17		
5/17/2017 10:40:02	08: CEILING TILES: Stained, broken, holes, painted	Access to boiler room	Ceiling tiles-holes	X							
5/17/2017 10:43:53	08: CEILING TILES: Stained, broken, holes, painted	103-kitchen dish area	Hole at escutcheon	X	32255			5/25/17			
5/17/2017 10:51:05	08: CEILING TILES: Stained, broken, holes, painted	5	Stained and painted tile	X	32258			5/25/17	5/30/17		
5/17/2017 10:51:46	08: CEILING TILES: Stained, broken, holes, painted	38	Stains on two tiles near window	X	32259			5/25/17			
5/17/2017 11:01:01	08: CEILING TILES: Stained, broken, holes, painted	3	Stained and painted tiles	X	32260			5/25/17	5/31/17		
5/17/2017 11:07:33	08: CEILING TILES: Stained, broken, holes, painted	1	Stained and misplaced	X	32261			5/25/17	5/30/17		
5/17/2017 11:09:27	08: CEILING TILES: Stained, broken, holes, painted	2	Ceiling tile stained no pin and roof leak red pin	X							
5/17/2017 10:35:39	08: CEILING TILES: Stained, broken, holes, painted	31	Declutter top of cabinet.....need 18 inches			X					
5/17/2017 10:05:16	09. WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	87	Windows rusted and salted		32264			5/25/17			

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5/17/2017 9:50:09	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	71	Fridge			X					
5/17/2017 10:34:06	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	31	Non Howard county furniture....table, two chairs			X					
5/17/2017 10:41:29	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Custodial	Fans			X					
5/17/2017 10:43:40	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	33	Blue Desk chair			X					
5/17/2017 10:46:03	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	36	Overhead chair and black and white chairs			X					
5/17/2017 10:48:52	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	103	Fans			X					
5/17/2017 10:49:24	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	38	Not able to access hcpss cabinet...lock on door.			X					
5/17/2017 10:55:52	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	46	File cabinets, bookcases, rocking chair and stool			X					
5/17/2017 10:56:22	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	7	Shelf			X					
5/17/2017 10:58:37	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	6	Broken rocker			X					
5/17/2017 11:01:50	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	3	Shelves			X					
5/17/2017 11:09:33	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	2	Shelf			X					
5/17/2017 10:12:01	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	18	Red fabric needs to be removed.			X					
5/17/2017 10:17:18	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	28	Remove fabric on cabinet and fabric on table.			X					
5/17/2017 10:18:13	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	28	Fake flower, plastic fruit			X					
5/17/2017 10:24:30	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	97	Rug, pillows, stuffed animals			X					
5/17/2017 10:53:59	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	5 storage	Bean bag			X					

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5/17/2017 10:56:09	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	7	Stuffed animals, rugs, and lanterns, fabricated stools			X					
5/17/2017 11:09:54	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	2	Pom Poms			X					
5/17/2017 9:55:55	13. AIR GAPS: Structural or physical gaps around exit doors	79	Visible daylight		32268			5/25/17			
5/17/2017 10:00:09	13. AIR GAPS: Structural or physical gaps around exit doors	Doors in hallway next to gym	Daylight		32268			5/25/17			
5/17/2017 10:05:52	13. AIR GAPS: Structural or physical gaps around exit doors	87	Daylight		32268			5/25/17			
5/17/2017 10:15:59	13. AIR GAPS: Structural or physical gaps around exit doors	93	Daylight		32268			5/25/17			
5/17/2017 10:20:59	13. AIR GAPS: Structural or physical gaps around exit doors	97	Daylight		32268			5/25/17			
5/17/2017 10:35:26	13. AIR GAPS: Structural or physical gaps around exit doors	100	Daylight		32268			5/25/17			
5/17/2017 10:43:09	13. AIR GAPS: Structural or physical gaps around exit doors	Reading recovery room	Duplicate....delete other entry for door		X			5/25/17			
5/17/2017 11:01:52	13. AIR GAPS: Structural or physical gaps around exit doors	3	Daylight		32268			5/25/17			
5/17/2017 11:06:43	13. AIR GAPS: Structural or physical gaps around exit doors	1	Rust		32268			5/25/17			
5/17/2017 11:15:30	13. AIR GAPS: Structural or physical gaps around exit doors	Exterior door storage	Daylight		32265			5/25/17			
5/17/2017 10:23:50	15. FLOORS: Coverings not level or secure (tile, carpets, wood board, etc.)	Hallway near guidance....	Tiles separating		32269			5/25/17			
5/17/2017 10:27:53	15. FLOORS: Coverings not level or secure (tile, carpets, wood board, etc.)	Adult women across from office	Floor drain cover		32270			5/25/17			
5/17/2017 10:18:48	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	28	Live flower has been its time.....no water container			X					
5/17/2017 10:22:58	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	97	Flowers			X					
5/17/2017 10:26:30	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	Adult men's across from office	ADA padding at sink		32270			5/25/17			

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5/17/2017 10:43:53	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	103 dishwas	Water leak at dishwasher discharge		X						
5/17/2017 11:07:32	19. SINKS AND FOUNTAINS: Drain slowly, work improperly, leak	5	Drains blocked on both sinks		32272			5/25/17	5/30/17		
5/17/2017 10:32:12	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	Roof access	Water in light lenses		32273			5/25/17	5/30/17		
5/17/2017 10:11:58	26. ELECTRICAL EQUIPMENT: Near sinks or source of water	91	Blocked needs cleared out	X							
5/17/2017 10:33:39	26. ELECTRICAL EQUIPMENT: Near sinks or source of water	Stage	3' clearance	X							
5/17/2017 9:54:16	28. LITTER	15	Clutter in the corner	X							
5/17/2017 10:37:15	33. WINDOWS: Broken	38	Hole in exterior window		32278			5/25/17			
5/17/2017 10:05:48	35. EXTERIOR DOORS: Not closed	20	Gap under exterior door		32300			5/25/17			
5/17/2017 10:09:04	35. EXTERIOR DOORS: Not closed	21	Desk blocking exit			X					
5/17/2017 10:09:30	35. EXTERIOR DOORS: Not closed	21	Small hole in the bottom left of the door		32268			5/25/17			
5/17/2017 10:40:39	35. EXTERIOR DOORS: Not closed	23	Door frame rusted hole		32268			5/25/17			
5/17/2017 10:45:32	35. EXTERIOR DOORS: Not closed	15	Hole rusted in door frame		32268			5/25/17			
5/17/2017 10:47:03	35. EXTERIOR DOORS: Not closed	51	2 holes rusted in both sides of door frame		32268			5/25/17			
5/17/2017 10:48:18	35. EXTERIOR DOORS: Not closed	47	Holes rusted in door frame		32268			5/25/17			
5/17/2017 10:55:18	35. EXTERIOR DOORS: Not closed	79	Hole in door frame		32268			5/25/17			
5/17/2017 10:59:19	35. EXTERIOR DOORS: Not closed	6	Rusted out		32268			5/25/17			
5/17/2017 10:28:48	37. EXTERIOR VENEER: Exterior wall damaged	24	Exterior wall is exposed from the classroom.		32280			5/25/17			
5/17/2017 10:39:10	37. EXTERIOR VENEER: Exterior wall damaged	31	Sidewalk damage at door		32286			5/25/17			
5/17/2017 10:53:13	37. EXTERIOR VENEER: Exterior wall damaged	93	Wall damaged at base. Bricks missing		32282			5/25/17			
5/17/2017 10:43:48	42. PAVEMENT: Damaged, failing, missing	17	8" drop off soil washed away		32287			5/25/17			
5/17/2017 10:44:40	42. PAVEMENT: Damaged, failing, missing	15	Hole at door on sidewalk		32268			5/25/17			