

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
1/9/2018 9:51:33	02. AIR FRESHENERS	125	Plug in and Febreze	X				1/10/18			
1/9/2018 10:29:25	02. AIR FRESHENERS	Main office restroom	Lysol spray	X				1/10/18			
1/9/2018 8:20:20	03. FOOD: Unsealed, left in room, dirty lunch boxes	219	Food needs to be in hard container	X				1/10/18			
1/9/2018 8:53:26	03. FOOD: Unsealed, left in room, dirty lunch boxes	218	Food in cabinet but not in hard container	X				1/10/18			
1/9/2018 8:28:49	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Girl's 178	Hvac clean vent			55938		1/9/18			
1/9/2018 8:38:46	06: CLEANLINESS: Dust, trash	195	Dusty surfaces		X			1/10/18			
1/9/2018 10:13:45	06: CLEANLINESS: Dust, trash	117	Clean floor- custodial		X			1/10/18			
1/9/2018 9:04:26	08: CEILING TILES: Stained, broken, holes, painted	159	Restroom- custodial reset ceiling tile		X			1/10/18			
1/9/2018 8:26:23	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	184	Plan to keep chair clean	X				1/10/18			
1/9/2018 8:38:12	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	195	Plan to keep cloth cushion clean	X				1/10/18			
1/9/2018 8:29:31	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Girl's 178	Put water down floor drain- custodial		X - need to do all floor drains weekly			1/10/18			
1/9/2018 8:35:11	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	192	Non hcpsr rug	X				1/10/18			
1/9/2018 8:36:56	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	194	Pillows- plan to keep clean	X				1/10/18			
1/9/2018 8:56:35	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	164	Rug not HCPSS approved	X				1/10/18			
1/9/2018 9:12:16	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	211	Plan to keep cloth items clean	X				1/10/18			
1/9/2018 10:13:05	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	119	Curtains- plan to keep clean	X				1/10/18			