IEQ SCHOOL DATA BASE					
School Name: Lisbon Elementary	Principal: Debra Anoff	DATE: November 11, 2016			
IEQ Team Leader: Amy Green	IEQ System Leader: Greg Maciulla				

LOOK-FORS	ROOM/LOCATION	COMMENTS	ADMIN	FACILITIES	WORK ORDER NUMBER of POTENTIAL IEQ	DATE ASSIGNED	COMPLETION DATE	30 DAY REVISIT	CLOSED
No unusual or offensive odors, or temperature discomfort									
2. No Air Fresheners	126	scented candle - not burning	/						
3. No food, dirty lunch boxes, etc. left in room									
Vents are clean and unobstructed	184, 174, 119, 181, 188	vents dusty and/ or blocked (119 has dusty sprinkler heads); return vents to be cleaned in café (184) has been submitted as an IEQ concern 11/17/16	,	1	14792	Dec. 13, 2016			
5. Temperature sensors are not blocked									
6. Area appears clean and dust free	121, 174	121 - counter very dusty; 174- dust on ceiling tiles near return vents	,						
7. No signs of animal infestation	154A, 154B,		1						
8. Ceiling tiles present; no broken, stained, or painted	101, staff bathroom, 104, 103, 74B, 187A, 188A, K hallway, 124, 132, 133, 149, 171, hallway outside of gym	101 - broken ceiling tiles and water stain in light; hallway outside of gym - water mark on tile around security camera (water stains on walls & ceiling tiles has been submitted as an IEQ concern 10/10/16, 11/17/16)	/	/	14789	Dec. 13, 2016			
9. Walls show no signs of water damage/mildew/ paint irregularities	184, 104, 180, Kinder girls bathroom, 191	door rusted (IEQ concern submitted 10/10/16); 104- water stain on wall above small window; 180 - water marks on wall & drip of something dark on wall above exterior door; Kinder girls bathroom - water drip on wall above interior door; 191 - stain on banner above entrance		1					
10. No condensation or other evidence of humidity on ceilings walls, doors, etc.	116, 117, 184, 187	116 & 117 - daylight and no weather stripping at door; 184- rust on outside of exterior door; 187- formica strip missing at sink		1	14794	Dec. 13, 2016			
11. Limited use of non-issued HCPSS furniture and appliances	149, 152, 153, 159, 151, 150, 165, 115, 121, 124, 132, 187, 188, 174, 107, 176, 153	refrigerators, microwaves, coffee makers, toaster oven, lamps, area rugs, heater	/						
12. No excessive fabric materials, stuffed animals, beanbags, pillows, etc.	140,149, 169, 170, 151, 150, 162, 168, 167, 166, 116, 117, 118, 115, 119, 121, 184, 102, 103, 187, 188, 126	stuffed animals, light, rug, beanbag chairs, collectibles, blanket on chair, knick knacks	/						
13. No structural or physical gaps around exit doors	167	167 - exterior door frame rusting		1					
14. No improperly stored materials/chemicals	116, 117, 118, 135, 125, 131	chemicals under sinks, windex, lysol	1						

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15. Floor coverings are level and secure (tile, carpets, wood board, etc.)									
16. Barrier mats vacuumed well	184, 188		1						
17. Fish tanks are clean and located away from vents/thermostats									
18. Waterproof barriers in place for plants and no standing water									
19. Sinks and fountains drain quickly and work properly including absence of leaks									
20. No standing water in sinks, fountains, on counter									
21. Carpet dry nearby sinks, fountains									
22. Soap and paper towels available									
23. All electrical outlets secure, no frayed wires on equipment	112, 140, 149, 166	*Will be in contact with Electrical department to request a visit to inspect carts and power strips along with requesting yellow cord protectors.		✓					
24. All electrical cords secured and not extending across walkways	126, 112	126 - electrical cords in a basket	/						
25. No extension cords used as permanent wiring									
26. No electrical equipment near sinks or source of water									
27. No exposed disconnected wires									
ADJACENT SCHOOL GROUNDS STATE OF THE SCHOOL GROUNDS STATE									
LOOK-FORS	ROOM/LOCATION	COMMENTS	ADMIN	FACILITIES	COMMENTS/W ORK ORDER	ASSIGNED TO	COMPLETION DATE	30 DAY REVISIT	CLOSED
28. No litter									
29. No large insect populations (wasps, bees)									

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30. Awnings secure, no leaks								
31. Shrubbery not near vents or windows which can be opened								
32. Trees do not provide access to roof								
33. No broken windows								
34. Windows are closed								
35. Exterior doors are closed								
36. No pools of standing/stagnant water								
37. Exterior veneer intact								
38. Outside lights working and intact								
39. Gutters and downspouts clear/working								
40. No stains from roof on outside walls								
41. Bins from garbage and recycling clearly marked								
42. Hard surfaces (sidewalks, etc.) cleared of any turf application								
43. Proper maintenance of planted beds and other vegetation								
44. Landscaping and turf look healthy and disease free								
COMMENTS:								