

# Tools for Schools - Indoor Air Quality

## Follow-up Action Plan for District Maintenance



Broadview Elementary

Principal: Mrs. Mary Morgan

Walkthrough Date: 4/14/2004

Temp RH Co2  
Outside Measurements

Assignment Member: Mark Dorsett

Room	Priority	Responsible	Assessment Comments	Recommended Corrective Action
104	3	District Maintenance	Hot in work room.	Maintenance needs to inspect HVAC for proper operation.
1110PHC	1	District Maintenance	Water intrusion around exterior doors.	Maintenance to inspect and repair as appropriate.
113B	1	District Maintenance	Stained ceiling tile.	Maintenance to inspect for roof leak and repair as appropriate and replace ceiling tiles.
121	3	District Maintenance	Check A/C.	Maintenance needs to inspect HVAC for proper operation.
12M	1	District Maintenance	Stained ceiling tiles.	Maintenance to inspect for roof leak and repair as appropriate and replace ceiling tiles.
12M	2	District Maintenance	There is no air movement.	Install exhaust fan.
206	1	District Maintenance	Stained ceiling tile.	Maintenance to inspect for roof leak and repair as appropriate and replace ceiling tiles.
212	2	District Maintenance	Exhaust fan in restroom is not working.	Repair exhaust fan.
219	2	District Maintenance	Exhaust fans not working	Repair/replace exhaust fans.
301	3	District Maintenance	Carpeting is stained.	Replace carpeting in entire portable (4 pods).
303	2	District Maintenance	Exhaust fans in restroom not working.	Replace exhaust fan.
304	1	District Maintenance	Water leak on ceiling tile on west wall.	Maintenance to inspect for leak and repair as appropriate and replace ceiling tiles.
863VE	3	District Maintenance	Exhaust fan and light are on a separate switch.	Interlock bathroom light and exhaust fan.
PM15	1	District Maintenance	Stained ceiling tiles.	Maintenance to inspect for roof leak and repair as appropriate and replace ceiling tiles.
PM15	2	District Maintenance	No air movement.	Install exhaust fan.