

# Tools for Schools - Indoor Air Quality

## Follow-up Action Plan for District Maintenance



Westchester Elementary

Principal: Mr. Raymond LeFevre

Walkthrough Date: 5/26/2004

Temp RH Co2  
Outside Measurements

Assignment Member: Aston Henry

| Room | Priority | Responsible          | Assessment Comments  | Recommended Corrective Action  |
|------|----------|----------------------|--|--|
| 11N  | 1        | District Maintenance | Co2 level was elevated at time of assessment.  | Maintenance to inspect and repair as appropriate to lower Co2 level. |
| 183C | 1        | District Maintenance | Dust and debris was observed on the air supply and return registers at the time of the assessment. Coils on both A/C units are very dirty. Only one of the two units was working properly. | Maintenance needs to inspect HVAC and repair.                        |
| 183C | 2        | District Maintenance | 1 occupant in classroom at time of assessment Co2 level slightly elevated.   | Maintenance to inspect and repair as appropriate to lower Co2 level. |
| 184C | 2        | District Maintenance | Coils on both A/C units are dirty.   | Maintenance needs to inspect HVAC for proper operation.              |
| 401  | 1        | District Maintenance | HVAC was not working at time of assessment.  | Maintenance needs to inspect HVAC for proper operation.              |
| 401  | 2        | District Maintenance | 32 occupants in classroom at time of assessment. Co2 level was slightly elevated at time of assessment.  | Maintenance to inspect and repair as appropriate to lower Co2 level. |
| 402  | 1        | District Maintenance | HVAC was not working at time of assessment.  | Maintenance needs to inspect HVAC for proper operation.              |
| 402  | 2        | District Maintenance | 32 occupants in classroom at time of assessment. Co2 was slightly elevated at time of assessment.  | Maintenance to inspect and repair as appropriate to lower Co2 level. |
| 406  | 1        | District Maintenance | 3 occupants in classroom at time of assessment. Co2 level elevated.  | Maintenance to inspect and repair as appropriate to lower Co2 level. |
| 703  | 2        | District Maintenance | 61 occupants in classroom at time of assessment. Co2 level was elevated.   | Maintenance to inspect and repair as appropriate to lower Co2 level. |
| 76C  | 2        | District Maintenance | A/C coils on both stand alone units dirty.   | Maintenance to inspect and repair as appropriate.                    |
| 852  | 2        | District Maintenance | Teacher complained of dirt on the walls. Would like room repainted with semi gloss paint.  | Maintenance to inspect and repair as appropriate.                    |
| 852  | 2        | District Maintenance | 31 occupants in classroom at time of assessment. Co2 level elevated.   | Maintenance to inspect and repair as appropriate to lower Co2 level. |