

A Exterior Walls

clean
Flashing / secure
No rust
Other

Nov-5 Nov-12 Nov-18 Nov-24

B. Doors

Good Condition
Secure Hardware
Handles
Locks Working
Glass Good Condition

C. Windows.

Good Condition
Catches in place
Weather Stripping
Hangers Secure Other

D. Roof

Good Condition
Flashing Secure
vents clear
Access clear
No Evident leaks
other

E. Electrical
Panels Receptacles

Cover in place
Nothing left
plugged in

F. Water products

Not Leaking
Winterized



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Dec-3	Dec-10	Dec-17	Dec-28	Jan-5	Jan-12	Jan-24	Person Incharge
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✓	✓	✓	✓	✓	✓	✓	✓
✓	✓	✓	✓	✓	✓	✓	✓
✓	✓	✓	✓	✓	✓	✓	✓

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✓	✓	✓	✓	✓	✓	✓	✓



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			Nov-7-Nov	Nov-14-Nov	Nov-26-Dec	11
G	Seats / Tables	Good condition	✓	✓	✓	✓
		Clean	✓	✓	✓	✓
		Securely maintained	✓	✓	✓	✓
H	ASH can / waste Can	secure.	✓	✓	✓	✓
		Emptied	✓	✓	✓	✓
		Clean	✓	✓	✓	✓
I	Shelter	Clean	✓	✓	✓	✓
		Good condition	✓	✓	✓	✓
		Secure	✓	✓	✓	✓
J	Exhaust unit wiring	Bulbs working	✓	✓	✓	✓
		Covers in place	✓	✓	✓	✓
		Covers in place	✓	✓	✓	✓
		No exposed wire	✓	✓	✓	✓
		Good condition	✓	✓	✓	✓
K	Exterior Casing	secure	✓	✓	✓	✓
		Clean	✓	✓	✓	✓
		Wired secure.	✓	✓	✓	✓
		Other, Good.	✓	✓	✓	✓
		Condition	✓	✓	✓	✓
		NO Cracks	✓	✓	✓	✓
L	Grate	Good condition	✓	✓	✓	✓
		Hand Wavy, secure	✓	✓	✓	✓
		NO Cracks	✓	✓	✓	✓
		Labels	✓	✓	✓	✓



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			Feb-16	Feb-21	Mar-04	Mar-16	Mar-21
M.	Plumbing	Sealing	✓	✓	✓	✓	✓
		Water cleaning	✓	✓	✓	✓	✓
		Coting	✓	✓	✓	✓	✓
		Painting	✓	✓	✓	✓	✓
N.	Structural	Leavages	✓	✓	✓	✓	✓
		Building	✓	✓	✓	✓	✓
		Columns & Joints	✓	✓	✓	✓	✓
		Roofing	✓	✓	✓	✓	✓
O.	C.C. TV	Lens cleaning	✓	✓	✓	✓	✓
		Monitor Screen	✓	✓	✓	✓	✓
		Control panel	✓	✓	✓	✓	✓
		Loose Conection	✓	✓	✓	✓	✓
P.	Grounding	Watering	✓	✓	✓	✓	✓
		Scratching Cutting	✓	✓	✓	✓	✓
		Crack Chng.	✓	✓	✓	✓	✓
		Pest control spray	✓	✓	✓	✓	✓

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			Jun - 9	Jun - 21	July - 12	July - 20	July - 30
K.	Carpentry	Ply woods	✓	✓	✓	✓	✓
		Touch work	✓	✓	✓	✓	✓
		Wood staircase	✓	✓	✓	✓	✓
		Polishing Cloth	✓	✓	✓	✓	✓
		Gas Linings	✓	✓	✓	✓	✓
L.	A.C	Cleaning	✓	✓	✓	✓	✓
		Filters	✓	✓	✓	✓	✓
		Cabinets	✓	✓	✓	✓	✓
		Compressor	✓	✓	✓	✓	✓
		Gas cylinder	✓	✓	✓	✓	✓
M.	C.C.T.V	Lens cleaning	✓	✓	✓	✓	✓
		Monitor screen	✓	✓	✓	✓	✓
		Control panel	✓	✓	✓	✓	✓
		Loose connection	✓	✓	✓	✓	✓
N.	Drinking water	Hardness	✓	✓	✓	✓	✓
		TDS	✓	✓	✓	✓	✓
		Filter check	✓	✓	✓	✓	✓
		Inlet pressure	✓	✓	✓	✓	✓



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[illegible]

F	Plumbing		Nov-6	Nov-16	Nov-23	Nov-30	Dec-8
		Leaking Pipes	✓	✓	✓	✓	✓
		Dripping faucets	✓	✓	✓	✓	✓
		NO hot Water	✓	✓	✓	✓	✓
		Clogged Draining	✓	✓	✓	✓	✓
		Running Toilet	✓	✓	✓	✓	✓
G	Wash Room	Cleaning	✓	✓	✓	✓	✓
		Hand Wash	✓	✓	✓	✓	✓
		Air-freshener	✓	✓	✓	✓	✓
		Buckets	✓	✓	✓	✓	✓
H	Painting	Scabbing	✓	✓	✓	✓	✓
		Water Cleaning	✓	✓	✓	✓	✓
		Coting	✓	✓	✓	✓	✓
		Painting	✓	✓	✓	✓	✓
I	PEST	Cup board	✓	✓	✓	✓	✓
		Cabinets	✓	✓	✓	✓	✓
		Class Rooms	✓	✓	✓	✓	✓
		Office	✓	✓	✓	✓	✓
		Exam Cell	✓	✓	✓	✓	✓
J	Structural	Leakage	✓	✓	✓	✓	✓
		Columns & Joints	✓	✓	✓	✓	✓
		Roofing	✓	✓	✓	✓	✓



Signature

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