

Date Produced	Work Order #	Location	Description	Employee assigned	Estimated completion	Date Completed	Comments
30-Nov-15	22826	Portable #4	Move lockers, build wall/install shelving	Romeo		Jan 2016	installed.
5-Apr-16	41868	Gym - Roof - northwest corr	Leaks water through light fixture	Romeo		June 2016	
18-Apr-16	41869	Playground	Please measure space req'd	Romeo		June 2016	
27-Apr-16	41870	KESS - Furnace	replace alternating current Motor	Romeo		June 2016	Derek sent spec's (att'd)
6-Jun-14	41126	Emergency Storage Shed	Please demolish	Romeo/Derek		June 2016	Dumpster arrived
12-Jan-16	41866	Playground Equipment	Deconstruct all equipment (dangerous)	Darcy	Nov 2016	Nov 2016	Use dumpster for discard.
1-Aug-16	41872	New Playground	Install new Payground	Romeo/Darcy	Nov 10, 2016	Nov 2016	
1-Sep-16	41873	School exterior	broken windows	Darcy	Nov 10, 2016	Nov 2016	
1-Jun-16	41871	Portables (all)	painting as required	Contractor	Summer 2017	complete	
13-Apr-17	41873	Storage area	Build gas storage area	Romeo	Summer 2017	complete	Sea Can to Kyuquot
1-May-17	41875	Gym Floor	Rubberized surface	contractor	Summer 2017	complete	
1-Jun-17	41876	School - outside	Painting	contractor	Summer 2017	complete	
1-Jul-17	41877	Kitchen	Fix kitchen drawer not working	Derek	Summer 2017	Sept 2017	
1-Apr-16	41867	Roof	Fall protection- safety	Romeo			no roof walking required
1-Aug-17	41878	Gym Floor	Paint lines on floor	contractor	Fall 2017	Oct 2017	
15-Mar-17	41872	Gym	Repair gym doors (front & back)	Darcy	Oct 2017	Oct 2017	wooden doors w/metal frames
13-Apr-17	41874	Storage area	Insulate Sea Can to make room for works	Darcy	Fall 2017	Oct 2017	supplies ordered
28-Sep-17	41879	Gym	Paint volleyball post a bold red colour	Derek	Oct 12, 2017	complete	
28-Sep-17	41881	Washrooms	Repairs to boys and girls washrooms	Darcy	Oct 31, 2017	complete	

28-Sep-17	41880	Gym	Open gym washrooms for PE classes	Derek	Oct 5, 2017		keys sent??
28-Nov-17	41881	Portable #4	New back porch stairs	Romeo	summer 2018		
4-Jan-18	41882	Portable #1&2	New 1250L oil tank	Derek	Jan 10/2018		arrived in Kyuquot

Derek - Please return completed Work Orders to Lynne @ SBO .

REMINDER: Please use Maintenance Binder in office for small issues to be handled on next visit.