

| Date Produced | Work Order # | Location | Description | Employee assigned | Estimated Completion | Date Completed | Comments |
|---------------|--------------|-------------------------|---|-------------------|----------------------|----------------|--------------------------|
| 13-Jul-17 | 11906 | Main water valve | replace main water shut-off to school | Romeo | Summer 2017 | Cancel | |
| 30-Aug-17 | 11901 | Admin Assist Office | Please turn off lights above desk | HB Energy | Sept 10, 2017 | Sept 10, 2017 | |
| 30-Aug-17 | 11902 | Mr Coopers class | Please install GFI for aquarium | HB Energy | Sept 10, 2017 | Sept 10, 2017 | |
| 1-Jul-17 | 11895 | Room 106 | Please take down TV and move out of room | Darcy | Summer 2017 | Sept 2017 | leave VCR there |
| 4-Jul-17 | 11896 | Room 143 | Please remove ceiling TV bracket | Darcy | Summer 2017 | Sept 2017 | |
| 4-Jul-17 | 11897 | Room 137B | Please fix back of bookcase | Romeo | Summer 2017 | Sept 2017 | |
| 6-Sep-17 | 11898 | Room 137B Washroom | Please install regular flow tap | Romeo | Sept 30, 2017 | Sept 2017 | |
| 6-Sep-17 | 11899 | Room 102 | Please remove TV & leave VCR and wires | Darcy/Brad | Oct 30, 2017 | Sept 2017 | |
| 4-Apr-16 | 11872 | Roof | Fall Protection - Safety | Romeo | | | no roof walking required |
| 6-Jun-17 | 11884 | Intermediate Tarmac | Replace basketball backboard | Romeo | Fall 2017 | Oct 2017 | received |
| 7-Jun-17 | 11885 | Mech. Room | Add screen to the drain by hot water heater | Romeo | Summer 2017 | Oct 2017 | |
| 20-Jun-17 | 11890 | Room #102 | Replace weather stripping on emerg door | Darcy | Summer 2017 | Oct 2017 | |
| 20-Jun-17 | 11891 | Emerg. Exit - Gym | Replace - door sweep | Darcy | Summer 2017 | Oct 2017 | |
| 1-Jul-17 | 11893 | Room 106 | Please move Smartboard | Darcy | Summer 2017 | Oct 2017 | |
| 20-Sep-17 | 11901 | Gym Foyer doors | Door sweep replaced | Darcy | Oct 2017 | Oct 2017 | |
| 18-Sep-17 | 11902 | Staff Stairs | Handrails & treads are loose | Darcy | Oct 2017 | Oct 2017 | |
| 18-Sep-17 | 11903 | Soffits | corner by room 162 need replacement | Darcy | Oct 2017 | Oct 2017 | |
| 1-Jul-17 | 11894 | Room 106 | Please paint wall above coat hooks | Darcy | Summer 2017 | Oct 2017 | |
| 8-Nov-17 | 11902 | Gym | Lights not working | Romeo/HB | Jan 1, 2018 | Nov 2017 | |
| 17-Nov-17 | 11903 | Boys Washroom - Int | water damage | Darcy | Jan 1, 2018 | Nov 2017 | |
| 17-Nov-17 | 11904 | Library & Gym Storage | Door sweeps | Darcy | Jan 1, 2018 | Dec 2017 | |
| 8-Dec-17 | 11906 | Resource room #137 | Cut 2 openings in the large bin | Darcy | Dec 30, 2017 | Dec 2017 | |
| 8-Dec-17 | 11907 | Custodial Closet (boys) | Doorsweep | Darcy | Dec 15, 2017 | Dec 2017 | |
| 8-Dec-17 | 11908 | Resource Room #137 | 2 new shelves for each shelf | Darcy | Dec 30, 2017 | Dec 2017 | |
| 03-Jan-18 | 11909 | Strong start Room | Leaking pipe under sink | Darcy | Jan 1, 2018 | Dec-17 | |
| | | | | | | | |
| 25-Jan-17 | 11881 | Gym | Floor is bubbling in large area | Darcy | Fall 2017 | | call CR Floors - again |
| 8-May-17 | 11882 | Primary Playground | Basketball hoop post | Darcy | Fall 2017 | | in progress |
| 5-Sep-17 | 11900 | Girls shower stalls | Paint bubbling & lifting off floor | Darcy | Spring 2018 | | |
| 8-Nov-17 | 11901 | Primary Classes | Ceiling tiles after lighting work | Darcy | Spring 2018 | | |
| 27-Nov-17 | 11905 | Multi purpose Room | Create a latch gate between Kitchen/Dining | Romeo | Summer 2018 | | |
| 03-Jan-18 | 11910 | Special Need Bathroom | Fan shut off | HB Energy | Jan 30, 2018 | | |
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REMINDER: Please use Maintenance Binder in office for small issues to be handled on next visit.