

Date Produced	Work Order #	Location	Description	Employee assigned	Estimated Completion	Date Completed	Comments
20/09/2017	11901	Gym Foyer doors	Door sweep replaced	Darcy	Oct 2017	Oct 2017	
18/09/2017	11902	Staff Stairs	Handrails & treads are loose	Darcy	Oct 2017	Oct 2017	
18/09/2017	11903	Soffits	corner by room 162 need replacement	Darcy	Oct 2017	Oct 2017	
01/07/2017	11894	Room 106	Please paint wall above coat hooks	Darcy	Summer 2017	Oct 2017	
08/11/2017	11902	Gym	Lights not working	Romeo/HB	Jan 1, 2018	Nov 2017	
17/11/2017	11903	Boys Washroom - Int	water damage	Darcy	Jan 1, 2018	Nov 2017	
17/11/2017	11904	Library & Gym Storage	Door sweeps	Darcy	Jan 1, 2018	Dec 2017	
08/12/2017	11906	Resource room #137	Cut 2 openings in the large bin	Darcy	Dec 30, 2017	Dec 2017	
08/12/2017	11907	Custodial Closet (boys)	Doorsweep	Darcy	Dec 15, 2017	Dec 2017	
08/12/2017	11908	Resource Room #137	2 new shelves for each shelf	Darcy	Dec 30, 2017	Dec 2017	
03/01/2018	11909	Strong start Room	Leaking pipe under sink	Darcy	Jan 1, 2018	Dec-17	
08/11/2017	11901	Primary Classes	Ceiling tiles after lighting work	Darcy	Spring 2018	complete	
10/01/2018	11911	Boys Int Bathroom	Pinhole leak in pipe above urinal	Romeo	Jan 12, 2018	complete	
29/01/2018	11912	Room 102	Replace lights to left of smart board	Romeo	Feb 15, 2018	complete	
07/02/2018	11914	Room 111	Ceiling.light fixture dripping	Darcy	Feb 9, 2018	complete	
25/01/2017	11881	Gym	Floor is bubbling in large area	Darcy	Fall 2017	cancel	call CR Floors - again
03/01/2018	11910	Special Need Bathroom	Fan shut off	HB Energy	Jan 30, 2018	deleted	
16/03/2018	11916	Room 164	Lock for back room door is not working	Romeo	March 2018	Complete	
02/03/2018	11917	Gym Storage door	Door handle is loose & needs repair	Romeo	March 2018	Complete	
29/05/2018	11921	Rooms 111,116,118,e	warm/hot water from all taps in each room	Romeo	June 1, 2018	Complete	
27/11/2017	11905	Multi purpose Room	Create a latch gate between Kitchen/Dining	Romeo	Summer 2018	cancel	
05/09/2017	11900	Girls shower stalls	Paint bubbling & lifting off floor	Darcy	Summer 2018		
05/02/2018	11913	Computer Lab	PA speaker/phone in Computer lab	Romeo	Summer 2018		
16/03/2018	11914	Main Office	Raised shelf ledge needed for AA desk	Darcy	Summer 2018		to be investigated
02/03/2018	11918	Gym Foyer Entrance	handicapped door assist repair	Romeo	May 4, 2018		
18/04/2018	11919	Office	lights over Admin Assist desk	HBEnergy			install dimmer switch
08/05/2018	11920	Room 162	Rack or Hangers for 15 clasical guitars	Darcy	Aug 31/18		RWES to purchase hangers
22/05/2018	11922	Room 111	3 broken windows - small holes	Darcy	June 15, 2018		glass ordered
01/06/2018	11900	Ventilation System	Duct cleaning	D. Matson	Summer 2018		contractor
01/06/2018	11923	Door glass/Comp Lab	Broken window needs to be replaced	Darcy	Summer 2018		
01/06/2018	11924	Outside walls	remove graffiti	Darcy/student	Summer 2018		
01/06/2018	11925	Fire Wall	Gaps to be filled	Romeo	Summer 2018		
01/06/2018	11926	Classrooms	Replace chalk boards w/ white boards	Maint crew	Summer 2018		