

Health and Safety Inspections & Maintenance Checklist

Gordon Village 2nd Floor

Staff Member: _____

Date Completed: _____

| Location | Condition | Location | Condition | Location | Condition |
|-----------------------------|-----------|-----------------------------|-----------|-----------------------------|-----------|
| 1 st Floor Lobby | | 2 nd Floor Lobby | | 3 rd Floor Lobby | |
| Entrance Doors | | Entrance Doors | | Entrance Doors | |
| Entrance Windows | | Entrance Windows | | Entrance Windows | |
| Fire Extinguisher | | Fire Extinguisher | | Fire Extinguisher | |
| Smoke Detectors | | Smoke Detectors | | Smoke Detectors | |
| Exit Sign | | Exit Sign | | Exit Sign | |
| Exit Doors | | Exit Doors | | Exit Doors | |
| Lights | | Lights | | Lights | |
| Ceilings | | Ceilings | | Ceilings | |
| Floors | | Floors | | Floors | |
| Walls | | Walls | | Walls | |
| Furniture | | Furniture | | Furniture | |
| Laundry Room | | Laundry Room | | Laundry Room | |
| Bathroom | | Bathroom | | Bathroom | |
| Multi-Purpose | | Multi-Purpose | | Multi-Purpose | |
| Computer Lab | | Computer Lab | | Computer Lab | |
| Television | | Television | | Television | |
| Vending Machine | | Vending Machine | | Vending Machine | |
| Stairwell | | Stairwell | | Stairwell | |
| Elevator | | Elevator | | Elevator | |

Notes:

Suite & Bedroom Condition

Condition Code: E – Excellent, S – Satisfactory, NI – Needs Improvement, U – Unacceptable

| Location | A201A | A201C | Bathroom | Comments/Sanctions |
|-----------|-------|-------|----------|--------------------|
| Condition | | | | |
| Location | A203A | A203C | Bathroom | Comments/Sanctions |
| Condition | | | | |
| Location | A204A | A204C | Bathroom | Comments/Sanctions |
| Condition | | | | |
| Location | A207A | A207C | Bathroom | Comments/Sanctions |
| Condition | | | | |
| Location | A208A | A208C | Bathroom | Comments/Sanctions |
| Condition | | | | |

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|-----------|----------|----------|----------|-------------------------|--------------------|
| Location | A211A | A211B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | A212A | A212B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | A213A | A213B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | A214A | A214B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | A215 (L) | A215 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | A216 (L) | A216 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | A217 (L) | A217 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | A218 (L) | A218 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | A219A | A219B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | A220A | A220B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | A221A | A221B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | A222A | A212B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | A223A | A223C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | A224A | A224C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | A227A | A227C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | A228A | A228C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |

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|-----------|----------|----------|----------|-------------------------|--------------------|
| Location | B202A | B202B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | B203A | B203C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | B204A | B204C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | B207A | B207B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | B208A | B208B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | B209 (L) | B209 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | B210 (L) | B210 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | B211 (L) | B211 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | B212 (L) | B212 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | B213A | B213B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | B214A | B214B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | B215A | B215C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | B216A | B216C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | B219A | B219C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | B220A | B220B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
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|-----------|----------|----------|----------|-------------------------|--------------------|
| Location | C201A | C201C | Bathroom | | |
| Condition | | | | | |
| Location | C203A | C203C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C204A | C204C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C207A | C207C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C208A | C208C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C211A | C211B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | C212A | C212B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | C213A | C213B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | C214A | C214B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | C215 (L) | C215 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C216 (L) | C216 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C217 (L) | C217 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C218 (L) | C218 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C219A | C219B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | C220A | C220B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| | | | | | |

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|-----------|----------|----------|----------|-------------------------|--------------------|
| Location | C221A | C221B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | C222A | C222B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | C223A | C223C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C224A | C224C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C227A | C227C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | C228A | C228C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | D201A | D201C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | D202A | D202C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | D205A | D205C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | D206A | D206C | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | D209A | D209B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | D210A | D210B | Bathroom | Living Room/Kitchenette | Comments/Sanctions |
| Condition | | | | | |
| Location | D211 (L) | D211 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | D212 (L) | D212 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| Location | D213 (L) | D213 (R) | Bathroom | | Comments/Sanctions |
| Condition | | | | | |
| | | | | | |

| Location | D214 (L) | D214 (R) | Bathroom | | Comments/Sanctions |
|-----------|----------|----------|----------|--|--------------------|
| Condition | | | | | |

Work Orders: _____

Follow-Ups: _____

Notes: _____

Resident Director's Signature

Date