

# Dashir Management Services, Inc.

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## **Monthly Custodial / Maintenance Report January 2020 Pittsville School District**

### **Personnel Information**

16 hours of vacation were used in the month of December.

### **Training Conducted**

Hazard Communication: Right to Understand training was completed in the month of December.

### **Inspections**

- Monthly fire extinguisher inspections were completed.
- Completed weekly eyewash station inspections.
- Monthly boiler water loop testing was completed.
- Fire alarm systems in both buildings had annual inspection.

### **Progress on Projects**

- Lights in high school bathroom were converted over to LED.
- New high capacity toilet paper dispensers were installed in the Administration building bathrooms. These along with the new paper towel dispensers that were installed last month should help to cut down on waste in that area
- A new faucet was installed in the janitors closet in the 4, 5, 6 wing. This replaced an original 1965 faucet that had started leaking.
- Replaced valve's in drinking fountains in high school and junior high that failed due to wear.
- Sanitized rooms in all buildings to try to help with cold and flu outbreak.
- Had to have motor replaced on exhaust fan in administration building restrooms. Motor burned out due to normal wear and tear.

### **Comments**

My staff and I would just like to remind everyone to be safe and use caution with the always changing weather conditions this time of year!

Sincerely,  
Dan Giles  
Facility Manager