

# Dashir Management Services, Inc.

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## Monthly Custodial / Maintenance Report March 2020 Pittsville School District

### Personnel Information

16 hours of Vacation time was used in the month of February.

### Training Conducted

Hearing Loss training was completed in the month of February.

### Inspections

- Monthly fire extinguisher inspections were completed.
- Completed weekly eyewash station inspections.
- Monthly boiler water loop testing was completed.

### Progress on Projects

- Update to the heating system program has been completed.
- New shelving was built in the computer main frame room in the high school for I.T. storage.
- Had to replace front of snow broom due to worn parts.
- Motor that burned out do to age and use was replaced in rooftop exhaust fan in admin building.
- Due to the recent worldwide COVID-19 situation my staff and I did a review of our cleaning procedures and products. I am confident in our procedures and the district already uses products for cleaning and sanitizing that have a kill claim for this and many other viruses. We have also decided to implement the use of the electrostatic sprayers in all the rooms in the district. This was previously done on an as needed basis and will now be done weekly.

### Comments

Always remember frequent hand washing is the one of the best defenses this time of year!

Sincerely,  
Dan Giles  
Facility Manager