

CUSTODIAL MONTHLY INSPECTION REPORT

SCHOOL:			≣:	RATING DESCRIPTOR:	
DATE: OVERALL RATING:			THER:	E = EXCELLENT VG = VERY GOOD F = FAIR	NA = NOT APPLICABLE G = GOOD
MAIN ENTRANCE	AREA	RATING	-	COMMENTS	
	EXTERIOR				
	WALLS				
	GLASS & DOORS				
	ENTRANCE MATTING				
	FLOORS				
	CORNERS				
	GENERAL APPEARANCE				
MAIN LOBBY	AREA	RATING		COMMENTS	
	FLOORS				
	EDGING				
	WALLS				
	GLASS				
	GENERAL OFFICE				
MAIN WASHROOMS	AREA	RATING		COMMENTS	
	FLOORS				
	FIXTURES				
	SHOWERS				
	GENERAL APPEARANCE INCLUDING DOOR HANDLES				
SECOND ENTRANCE	AREA	RATING		COMMENTS	
	EXTERIOR				
	WALLS				
	GLASS & DOORS				
	ENTRANCE MATTING				
	FLOORS				
	CORNERS				
	GENERAL APPEARANCE				
HALLWAYS	AREA	RATING		COMMENTS	
	FLOORS				
	WALLS/EDGES/CORNERS				
	GENERAL APPEARANCE				

CLASSROOMS		.	
CLASSRUUMS	AREA	RATING	COMMENTS
	EDGING		
	FLOORS		
	WALLS		
	COUNTERS		
	GLASS		
LIBRARY	AREA	RATING	COMMENTS
	CARPET		
	CORNERS		
	WALLS		
	TABLES		
MENS/WOMENS	AREA	RATING	COMMENTS
	FLOORS		
	CARPET		
	SHOWER(S) IF APPLICABLE		
	VANITY & MIRRORS		
	WALLS		
	LOCKERS		
GYMNASIUM	FIXTURES		
GIMNASIOM	AREA	RATING	COMMENTS
	FLOORS		
	WALLS		
	DOOR(S)		
	GLASS		
WHMIS INSPECTION	AREA	RATING	COMMENTS
	SECONDARY LABELS		
	MSDS ON HAND		
	BINDER UP TO DATE		
BUILDING EXTERIOR	AREA	RATING	COMMENTS
	SIDEWALKS – CLEAN		
	GROUNDS – GRASS CUT/ REFUSE COLLECTED		
	GRAFFITI		
	GLASS/WALLS – ANNUAL		
FIRE EXTINGUISHER	WASH AS PER CHECKLIST AREA	RATING	COMMENTS
MONTHLY INSP.	CHECK PIN		
	CHECK IF FULLY CHARGED		
	CHECK NOZZLE		
	CLEAR ACCESS TO		

AED INSPECTION	AREA	RAT	ING	COMMENTS
HOLD THE ON BUTTON FOR AT LEAST 5 SECONDS TO START SELF CHECK	GREEN CHECK MARK = 0K	Y	N	
	ADULT PADS ATTACHED & NOT OUTDATED	Y	N	
	SPARE ADULT PADS AVAILABLE	Y	N	
	PEDIATRIC PADS PRESENT & NOT OUTDATED	Y	N	
	CABINET ALARM WORKING	Y	N	

GENERAL COMMENTS					
Signature of Principal	Date	Signature of Area Maintenance Supervisor/Custodian			