

## detailed room inspection results

building 2224 Piedmont room 26 inspection date 9/6/2012  
occupant(s) Carl Boe

### notes and questions

Boxes stored over desk. Office needs cleaning, reinspection needed.

**FOLLOW-UP INSPECTION**

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building 2224 Piedmont room 27 inspection date 9/6/2012  
occupant(s) Magali Barbieri

### notes and questions

Inspectors took boom box off of high location. Heating radiator needs to be connected directly to wall and boxes of papers removed from vicinity.

**OCCUPANT TO CORRECT**

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building 2224 Piedmont room 29 inspection date 9/6/2012  
occupant(s) Lisa Yang

### notes and questions

Stuff on top of bookcase needs to be taken down.

**OCCUPANT TO CORRECT**

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building 2224 Piedmont room 2nd floor inspection date 9/6/2012  
occupant(s) second floor hallway and closets

### notes and questions

Ken is gradually removing documents stored in room 28. Carl B. will take note of any Excess and Salvage items in hallway.

**EXCESS AND SALVAGE ORDER**

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building 2224 Piedmont room 30 inspection date 9/6/2012  
occupant(s) Celeste Winant

### notes and questions

Order a better heater.

**PURCHASE REQUIRED**

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building 2224 Piedmont room 31 inspection date 9/6/2012  
occupant(s) Tim Riffe

### notes and questions

Office looks fine.

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## detailed room inspection results

building 2224 Piedmont room 32 inspection date 9/6/2012  
occupant(s) David Lam (in near future)

### notes and questions

Remaining books need to be reclaimed by owner...Omer? Robert? Robert's stuff could be moved into Magali's office? Need to replace long, dangerous space heater.

OCCUPANT CORRECT  
PURCHASE REQUIRED

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building 2224 Piedmont room 33 inspection date 9/6/2012  
occupant(s) Nadine Ouelette

### notes and questions

Office looks fine.

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building 2224 Piedmont room 7 inspection date 9/6/2012  
occupant(s) Demography servers

### notes and questions

Floor needs semi-annual sweeping, any discarded equipment sent to Excess and Salvage.

"OCCUPANT" CORRECT (CARL M AND CARL B)  
EXCESS AND SALVAGE?

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building 2224 Piedmont room 8 inspection date 9/6/2012  
occupant(s) Demography computer storage/repair

### notes and questions

Dead equipment needs to go to Excess and Salvage, recycle boxes.

"OCCUPANT" CORRECT (RECYCLE BOXES)  
EXCESS AND SALVAGE

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building 2224 Piedmont room 9 inspection date 9/6/2012  
occupant(s) Demography storage

### notes and questions

Keys needed to some cabinets. Encourage staff to move older things from 2232 basement storage to room 9, so offices can be cleaned and newer stuff moved to 2232 basement.

"OCCUPANT" CORRECT (LIZ TO ORDER KEYS OR REMOVAL OF LOCKS)  
STAFF TO CONSIDER STORAGE NEEDS

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building 2232 Piedmont room 100 inspection date 9/6/2012  
occupant(s) Seminar Room

### notes and questions

Use Quake Grip for pottery by fireplace.

PURCHASE REQUIRED

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## detailed room inspection results

building 2232 Piedmont room 101A inspection date 9/6/2012  
occupant(s) main entryway

### notes and questions

Remove 175 assignment holder until spring, recycle all papers on top of table (Ken will recycle these).

RECYCLE (KEN)  
REMOVE (ANN? TRACI?)  
EXCESS AND SALVAGE

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building 2232 Piedmont room 101A inspection date 9/6/2012  
occupant(s) "tea room"

### notes and questions

Remove any unneeded items in small storage closets and evaluate usefulness and placement of what remains.

REMOVE, RECYCLE (LIZ AND MONIQUE)

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building 2232 Piedmont room 101B inspection date 9/6/2012  
occupant(s) Monique Verrier

### notes and questions

The corner by the key box and the area under the desk need cleaning up. Replace dangerous large heater with radiant heater (has been loaned Ken's for now). (Alternate suggestion: wall mounted heater).  
Remove things from on top of shelves. Office needs cleaning, reinspection needed.

FOLLOW-UP INSPECTION  
OCCUPANT TO CORRECT  
PURCHASE REQUIRED

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building 2232 Piedmont room 102 inspection date 9/6/2012  
occupant(s) photocopy room

### notes and questions

Remove batteries to be recycled as they are no longer easy to recycle as we have no driveway access.

RECYCLE (LIZ)

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building 2232 Piedmont room 102A inspection date 9/6/2012  
occupant(s) Liz Ozsalcuk

### notes and questions

Clean up area under desk, take stuff off top shelves. Office needs cleaning, reinspection needed.

OCCUPANT TO CORRECT  
FOLLOW-UP INSPECTION

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building 2232 Piedmont room 102B inspection date 9/6/2012  
occupant(s) Ellen Langer/Ann Weiler

### notes and questions

Are there unneeded extension cords? Need to remove/take home storage boxes and such; clean up under computer table. Office needs cleaning, reinspection needed.

FOLLOW-UP INSPECTION  
OCCUPANT TO CORRECT

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## detailed room inspection results

building 2232 Piedmont room 103 inspection date 9/6/2012  
occupant(s) Mike Hout

### notes and questions

Office looks fine.

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building 2232 Piedmont room 202 inspection date 9/6/2012  
occupant(s) Ron Lee

### notes and questions

New small bookcase needs bolting.

PHYSICAL PLANT ORDER TO BE PLACED (LIZ)

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building 2232 Piedmont room 204 inspection date 9/6/2012  
occupant(s) John Wilmoth

### notes and questions

Need to remove things from top of bookshelves, find alternate to powerstrip daisy chain (one longer cord?). Bookcases have no bungee cords, but does campus still do them?

OCCUPANT TO CORRECT  
PURCHASE?

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building 2232 Piedmont room 206 inspection date 9/6/2012  
occupant(s) Carl Mason

### notes and questions

Look for alternative to extra extension cord.

OCCUPANT TO CORRECT  
PURCHASE?

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building 2232 Piedmont room 208 inspection date 9/6/2012  
occupant(s) Kenneth Wachter

### notes and questions

Emergency supplies are hidden away in closet. Possible solutions: move to Carl Mason's office, keep in Ken's but put sign on door, put emergency supply location sign in photocopy room, telling people where to go, add information to web page. Key is needed to locked filedrawer. Some bookshelves not bungee'd, but none are looming over desk of occupant.

PHYSICAL PLANT KEY OR LOCK REMOVAL  
EMERGENCY SIGNS AND WEB PAGE UPDATE (LIZ)

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building 2232 Piedmont room 209 inspection date 9/6/2012  
occupant(s) Luis Rosero-Bixby

### notes and questions

Office looks fine. Safety Committee removed old cardboard from outside landing.

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## detailed room inspection results

building 2232 Piedmont room 210 inspection date 9/6/2012  
occupant(s) Jennifer Johnson-Hanks

### notes and questions

Office looks fine. Note that stuff that might be sent to Rostock is still in her closet and needs to be moved elsewhere.

FACULTY TO DECIDE

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building 2232 Piedmont room 212 inspection date 9/6/2012  
occupant(s) Visitor's Office/Gene Hammel

### notes and questions

Move or tie down data box so it isn't likely to fall down and injure occupant or block doorway.

CARL MASON TO FIX?

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building 2232 Piedmont room 2nd floor inspection date 9/6/2012  
occupant(s)

### notes and questions

Safety committee members cleaned up printer area, fixed broken shelf and recycled and removed excess materials.

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building 2232 Piedmont room 300 inspection date 9/6/2012  
occupant(s) Attic/ Library

### notes and questions

Back corner of book area has a stack of empty boxes and magazine storage holders that need removing/recycling; also insulation needs to be taped up. Chalkboard needs to be fastened somehow. The light STILL needs fixing on the left side of storage, despite repeated requests. Safety committee cleaned up paper behind a row of desks, removed extra extension cords and an unassembled bookcase. Back desk needs an individual lamp?

PHYSICAL PLANT CALL FOR LIGHT, MAYBE CHALKBOARD.  
NEED VOLUNTEERS TO HELP RECYCLE

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building 2232 Piedmont room B-1 inspection date 9/6/2012  
occupant(s) Basement, computer room, central room

### notes and questions

HEPA filter system has been purchased and set up in computer lab to improve air quality. Safety committee removed boom box from high location.

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building 2232 Piedmont room B-2 inspection date 9/6/2012  
occupant(s) vacant/Amal Harrati

### notes and questions

Smaller HEPA filter device has been set up in office to improve air quality. Office will be re-occupied on a provisional basis.

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## detailed room inspection results

building 2232 Piedmont room B-3 inspection date 9/6/2012  
occupant(s) storage room

### notes and questions

Emmanuel has some stuff in storage room.

EMMANUEL TO REMOVE TO DESK NOW THAT HE HAS ARRIVED

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building 2232 Piedmont room B-4 inspection date 9/6/2012  
occupant(s) Romesh Silva

### notes and questions

Monitor water damage on walls to make sure it isn't spreading during rainy season.

LIZ AND ROMESH TO MONITOR

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building 2232 Piedmont room B-5 inspection date 9/6/2012  
occupant(s) Savet Hong/Chris Sullivan

### notes and questions

This office looks OK.

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building 2232 Piedmont room B-6 inspection date 9/6/2012  
occupant(s) Red room: several grad students

### notes and questions

This room looks OK. Monitor floor dampness during rainy season.

LIZ AND ROMESH TO MONITOR

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building 2232 Piedmont room exterior inspection date 9/6/2012  
occupant(s) exterior

### notes and questions

Removed old cardboard from second floor landing. Emergency stairs look fine.

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building 2232 Piedmont room general inspection date 9/6/2012  
occupant(s) overall comments

### notes and questions

Need to test smoke alarms. Bring graphite for sticky doors. Research if medications in emergency packs are up to date. Identify emergency supply areas.

LIZ TO DO, PURCHASES TO MAKE?

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## detailed room inspection results

building 2232 Piedmont

room kitchen

inspection date 9/6/2012

occupant(s) kitchen

### notes and questions

Remove items from highest levels, give away or recycle what is not needed. Storage of items should not cause top of cabinet to bulge and cabinet not to lock properly.

LIZ AND HOPEFULLY VOLUNTEERS TO DO.

