

Los Angeles Unified School District

# SAFE SCHOOL INSPECTION GUIDEBOOK

Office of Environmental  
Health & Safety



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# Safe School Inspection Guidebook

The education of our children requires that we establish and maintain a learning environment that is safe and health protective. This effort requires the commitment and active participation of school administrators, plant managers, teachers, parents, and central support staff.

Central to this effort is an understanding of the health and safety standards to which schools must comply, periodic assessments of the extent of compliance, and the implementation of corrective actions where appropriate. In 2001, the Office of Environmental Health and Safety (OEHS) initiated routine health and safety inspections in all schools within the Los Angeles Unified School District (LAUSD). The inspections are designed to assess compliance with federal, state, and local regulations dealing with school health and safety.

This *Safe School Inspection Guidebook* is a compilation of the safety standards and other regulatory requirements applicable to LAUSD schools. The *Guidebook* presents a list of standard corrective actions to address any noncompliance with specific regulatory requirements. It is divided into 15 subject areas:

Asbestos Management	Emergency Procedures (Integrated Safe School Plan)	Lead Management
Campus Security	Facilities and Equipment Maintenance	Miscellaneous
Chemical Safety	Fire/Life Safety	Off-Site Risks
Construction Safety	Indoor Environment	Pest Management
COVID-19 Compliance	Injury and Illness Prevention	Traffic and Pedestrian Safety

In conducting an inspection, OEHS evaluates the extent to which school conditions and operating practices are in compliance with the regulatory standards referenced in this *Guidebook*. Following the inspection, the Site Administrator is provided with a *Corrective Action Notice* indicating actions necessary to achieve compliance. The school is also provided a list of safety badges based on the findings of the inspection.

# Asbestos Management

Subtype	Correction Action Identified Deficiency	Reference
3-Year Re- Inspection	Ensure a 3-Year Asbestos Re-Inspection is conducted by the Facilities Environmental Technical Unit (FETU) and results are included in the school Asbestos Management Plan. For assistance, contact FETU at (213) 745-1450.	<a href="#">HSC § 25915;</a> <a href="#">40 CFR § 763.85</a>
6-Month Surveillance	Ensure 6-Month Visual Surveillance is conducted by the Facilities Environmental Technical Unit (FETU) and results are included in the school Asbestos Management Plan. For assistance, contact FETU at (213) 745-1450.	<a href="#">HSC § 25915;</a> <a href="#">40 CFR § 763.85</a>
A-Form Review	Ensure the Asbestos Management Plan is consulted prior to disturbing any building material to identify asbestos containing materials. Appropriate work practices must be followed by properly trained personnel. For assistance, contact the Facilities Environmental Technical Unit (FETU) at (213)-745-1450.	
Asbestos Awareness	Provide 2-hour Asbestos Awareness training to custodial and maintenance staff. Training shall be provided within 60 days of employment. Contact OEHS at (213) 241-3199 for assistance.	<a href="#">8 CCR § 5208</a>
Asbestos Work Compliance	Ensure compliance with asbestos work practices, engineering controls, personal protective equipment, and clearance air monitoring requirements for all releases or abatement activities.	<a href="#">HSC § 25915;</a> <a href="#">40 CFR § 763.85;</a> <a href="#">8 CCR § 5208</a>
Condition of Material	Maintain all floors and other building components constructed of asbestos containing material in good condition to prevent deterioration.	<a href="#">8 CCR § 5208</a>
Floor Buffing	Do not burnish or dry-buff floors that may contain asbestos unless there is a sufficient finish to ensure the pad does not contact asbestos containing material.	<a href="#">8 CCR § 5208</a>
Non-Qualified Personnel	Prohibit the handling or disturbance of asbestos containing material by non-qualified personnel.	<a href="#">HSC § 25915;</a> <a href="#">40 CFR § 763.93</a>

# Asbestos Management

Subtype	Correction Action Identified Deficiency	Reference
Plan Available	Ensure that an Asbestos Management Plan is available to employees, parents, and others pursuant to 40 CFR.	<a href="#">HSC § 25915;</a> <a href="#">40 CFR § 763.93</a>
Plan Current	Confer with Facilities Environmental Technical Unit (FETU) to ensure that the Asbestos Management Plan is current and identifies the location of all asbestos containing material. For assistance, contact FETU at (213) 745- 1450.	<a href="#">HSC § 25915;</a> <a href="#">40 CFR § 763.93</a>
Plan Log	Ensure all parties who review or modify the Asbestos Management Plan sign the log located at the front cover of the plan.	
Restrict Access-Asbestos	Restrict access to areas identified as having damaged and/or friable asbestos containing material or areas undergoing abatement activities.	<a href="#">8 CCR § 5208</a>
Warning Labels-Asbestos	Attach warning labels on or immediately adjacent to known or suspected asbestos containing material in boiler rooms, fan rooms and other maintenance areas. Warning labels must be clear and conspicuous and must state: "DANGER: ASBESTOS. Cancer and lung disease hazard. Do not disturb without proper training and equipment."	<a href="#">HSC § 25915;</a> <a href="#">40 CFR § 763.95</a>
Warning Signs - Asbestos	Post warning signs at the entrance of boiler rooms, fan rooms and other maintenance areas with asbestos containing material. Warning signs must be clear, conspicuous and must state: "Asbestos Containing Material has been identified in this room. See Asbestos Management Plan book for specific type, location, and work practices to be followed."	<a href="#">HSC § 25915;</a> <a href="#">40 CFR § 763.95;</a> <a href="#">8 CCR § 1529</a>
Worker Training	Ensure all employees engaged in Class I through Class IV asbestos work activities have received the required training.	<a href="#">8 CCR § 1529</a>

# Campus Security

Subtype	Correction Action Identified Deficiency	Reference
Parking	Do not permit parking of vehicles on District property without approval of Site Administrator.	<a href="#">OEHS Safety Alert No. 06-03</a>
Restricted Access	Prevent access to crawl spaces, roof access, mechanical rooms or other passageways not intended for use by students or unauthorized staff.	<a href="#">8 CCR § 1541</a>

# Chemical Safety

Subtype	Correction Action Identified Deficiency	Reference
Acid Cabinets	Ensure corrosive chemicals (acids and bases) are secured and stored separately in non-metal cabinets.	Science Safety Handbook for California Public Schools
Chemical Hygiene Plan	Maintain and implement Chemical Hygiene & Safety Plan and ensure it is readily available to all employees. The plan shall identify a Chemical Safety Coordinator and be revised at least annually. Obtain a copy of the template at <a href="https://bit.ly/LAUSDChemicalHygieneSafetyPlan">https://bit.ly/LAUSDChemicalHygieneSafetyPlan</a> or contact OEHS at (213) 241-3199.	<a href="#">8 CCR § 5191</a> ; <a href="#">29 CFR § 1910.1450</a> ; <a href="#">Chemical Hygiene &amp; Safety Plan</a>
Chemical Hygiene Training	Provide and document annual Chemical Hygiene & Safety training to all science staff. Retain sign-in sheets and materials presented for at least 3 years.	<a href="#">8 CCR § 5191</a> ; <a href="#">29 CFR § 1910.1450</a> ; <a href="#">Chemical Hygiene &amp; Safety Plan</a>
Chemical Inventory	Ensure a site chemical inventory is maintained pursuant to the Hazard Communication Program. The inventory must include all chemical products used or stored on site including cleaning, art, laboratory, shop, and office products.	<a href="#">8 CCR § 5191</a>
CSC Checklist	Conduct monthly inspections of laboratory chemical storage areas and submit the checklists to OEHS at <a href="mailto:csc@lausd.net">csc@lausd.net</a> .	<a href="#">Reference Guide 1563.5</a>
Eyewash	Provide approved hands-free eyewash stations in all laboratories or work areas where chemicals can cause corrosion, severe irritation, or permanent tissue damage or which are toxic by absorption. Eyewash stations must be free of obstructions, accessible and reachable within 10 seconds (approximately 50 feet) from workstations.	<a href="#">8 CCR § 5162</a> ; <a href="#">Chemical Hygiene &amp; Safety Plan</a>

# Chemical Safety

Subtype	Correction Action Identified Deficiency	Reference
Eyewash/Shower Inspections	Ensure eyewash stations and shower equipment are activated at least monthly to verify proper operations and maintain written documentation for 3 years.	<a href="#">8 CCR 5162</a>
Flammable Cabinets	Ensure flammable and combustible liquids are secured in approved cabinets with self-closing doors.	<a href="#">8 CCR § 5417</a> ; <a href="#">19 CCR § 3.15</a> ; <a href="#">8 CCR § 5533</a> ; <a href="#">29 CFR § 1910.106(d)(3)(I)</a> ; <a href="#">Chemical Hygiene &amp; Safety Plan</a>
Flammable Labeling	Ensure flammable storage bunkers, rooms and cabinets are labeled "Flammable - Keep Fire Away."	<a href="#">8 CCR § 5533</a>
Flammable Storage Room Aisles	Ensure aisles are at least three feet wide in flammable storage rooms to provide safe emergency egress.	<a href="#">8 CCR § 5533</a> ; <a href="#">29 CFR § 1910.106</a>
Flammable Storage Room	Do not locate flammable material storage rooms in buildings occupied by students.	<a href="#">8 CCR § 5533</a> ; <a href="#">29 CFR § 1910.106</a> ; <a href="#">19 CCR § 3.15</a>
Flammable Storage Room Ventilation	Ensure exhaust ventilation systems in flammable material storage rooms provide six air exchanges per hour and the control switch is located outside the room. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 5533</a> ; <a href="#">29 CFR § 1910.106</a>
Floor Plan	Post in a conspicuous area the floor plan drawings of science laboratories indicating locations of waste disposal containers and safety equipment.	<a href="#">8 CCR § 5191</a> ; <a href="#">29 CFR § 1910.1450</a> ; <a href="#">Chemical Hygiene &amp; Safety Plan</a>



# Chemical Safety

Subtype	Correction Action Identified Deficiency	Reference
Food Storage	Avoid storing, handling, and consuming food or beverages in chemical storage areas or areas used for laboratory operations. Ensure food items are not stored with chemicals.	<a href="#">8 CCR § 5191</a> <a href="#">Appendix A</a>
Gas Cans	Ensure flammable materials are stored in approved safety containers, such as a portable gas can, and properly labeled.	<a href="#">8 CCR § 5531</a> ; <a href="#">8 CCR § 5533</a> ; <a href="#">8 CCR § 5535</a> ; <a href="#">8 CCR § 5541</a>
Gas Cylinder Compatibility	Separate compressed flammable gases and oxidizing gases by either a 1- hour fire wall or distance of 25 feet.	<a href="#">8 CCR § 5533</a> ; <a href="#">29 CFR § 1910.106</a>
Gas Cylinder Condition	Ensure compressed gas cylinders are free of corrosion, dents, cuts, gouges, bulges, oil, grease, and leaks.	<a href="#">8 CCR § 4649</a> ; <a href="#">29 CFR § 1910.101</a>
Gas Cylinder Hydrostatic Test	Ensure all compressed gas cylinders have a current hydrostatic test stamp near the valve.	<a href="#">8 CCR § 4649</a> ; <a href="#">29 CFR § 1910.101</a>
Gas Cylinder Storage	Ensure compressed gas cylinders are stored upright, in a well-ventilated area and by hazard class. Cylinders must be secured, capped, and kept at least 20 feet from flammable liquids, oxidizers, and other sources of ignition.	<a href="#">8 CCR § 4649</a> ; <a href="#">29 CFR § 1910.101</a> , <a href="#">1910.102</a> , <a href="#">1910.103</a> , <a href="#">1910.104</a>
Gas Cylinder Storage Signs	Ensure all compressed gas cylinders are labeled by hazard classes (such as flammable, combustible, inert, etc.) Ensure "NO SMOKING - NO OPEN FLAME" signs are posted where compressed gas cylinders are stored. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 4649</a> ; <a href="#">29 CFR § 1910.101</a> , <a href="#">1910.102</a> , <a href="#">1910.103</a> , <a href="#">1910.104</a> ; <a href="#">BUL-2356</a>

# Chemical Safety

Subtype	Correction Action Identified Deficiency	Reference
Grounding and Bonding	Ensure that all containers dispensing flammable materials are grounded and bonded.	LAMC § 57.30.64; <a href="#">29 CFR § 1910.106</a>
Haz Com Program	Implement a Hazard Communication Program pursuant to Cal/OSHA requirements. Obtain a copy of the District's Hazard Communication Program at <a href="https://bit.ly/LAUSDHazardCommunicationPlan">https://bit.ly/LAUSDHazardCommunicationPlan</a> or contact OEHS at (213) 241-3199.	<a href="#">8 CCR § 5194</a> ; <a href="#">29 CFR § 1910.1200</a> <a href="#">Hazard Communication Plan</a>
Haz Com Training	Provide all employees with annual Hazard Communication training on hazardous chemicals used in their respective work areas. Employees must be retrained when new hazards are introduced into the workplace.	<a href="#">8 CCR § 5194</a> ; <a href="#">29 CFR § 1910.1200</a>
Haz Waste - Aisle	Maintain unobstructed aisle space in hazardous waste storage areas.	<a href="#">22 CCR § 66264.35</a>
Haz Waste Characterization	Ensure the proper characterization of all waste (hazardous and non-hazardous). For assistance, contact OEHS at (213) 241-3199.	<a href="#">22 CCR § 66262.11</a> ; <a href="#">40 CFR § 262.11</a>
Haz Waste Container Condition	Ensure all hazardous waste containers are in good condition, free of leaks and provided with secondary containment.	
Haz Waste Container Inspection	Conduct daily inspections of containers in waste accumulation areas and weekly inspections of containers in waste storage areas.	<a href="#">22 CCR § 66262.34</a> ; <a href="#">40 CFR § 262.34</a>

# Chemical Safety

Subtype	Correction Action Identified Deficiency	Reference
Haz Waste Containers Closed	Keep hazardous waste containers closed except when adding waste.	<a href="#">22 CCR § 66262.34</a> ; <a href="#">40 CFR § 262.34</a>
Haz Waste Disposal	Dispose of hazardous waste generated at schools at least every 180 days. To request pickup and disposal services, submit a work order to <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> and complete a request form at <a href="https://bit.ly/LAUSDHazardousWastePickupRequest">https://bit.ly/LAUSDHazardousWastePickupRequest</a> . For assistance, contact OEHS at (213) 241-3199.	<a href="#">22 CCR § 66262.34</a> ; <a href="#">40 CFR § 262.34</a> ; <a href="#">REF-4149.2</a>
Haz Waste Labels	Label hazardous waste containers with the words: "HAZARDOUS WASTE," the physical state of the waste, the hazard class, the accumulation start date and the address of the generator.	<a href="#">22 CCR § 66262.31</a> ; <a href="#">40 CFR § 262.34</a>
Haz Waste Storage Supplies	Supply hazardous waste storage areas with spill kits, fire extinguishers, communication systems and decontamination equipment.	<a href="#">22 CCR § 66262.34</a> ; <a href="#">40 CFR § 262.34</a>
Lab Chemical Inventory	Post current laboratory chemical inventory in chemical storage areas.	<a href="#">8 CCR § 5191</a>
Lab Chemical Storage	Ensure all laboratory chemicals are stored properly. Lab chemicals must not be stored in fume hoods or on floors and shall be stored by compatibility type as described in the California Science Handbook or the Chemical Hygiene & Safety Plan.	<a href="#">Chemical Hygiene &amp; Safety Plan</a>
Lab Waste Disposal	Properly dispose of all outdated, retrograde, or otherwise expired laboratory chemicals. To request pickup and disposal services, complete a request form at <a href="https://bit.ly/LAUSDHazardousWastePickupRequest">https://bit.ly/LAUSDHazardousWastePickupRequest</a> or contact OEHS at (213) 241- 3199 for assistance.	<a href="#">22 CCR § 66262.11</a> ; <a href="#">40 CFR § 262.11</a> ; <a href="#">REF-4149.2</a> ; <a href="#">Safety Alert No. 05-11</a>
Label Cabinets	Label laboratory cabinets and storage areas as required in the Chemical Hygiene & Safety Plan.	<a href="#">Chemical Hygiene &amp; Safety Plan</a>

# Chemical Safety

Subtype	Correction Action Identified Deficiency	Reference
Label Container	Label each hazardous substance container, including secondary containers, indicating identity of the contents and appropriate hazard warnings.	<a href="#">8 CCR § 5194;</a> <a href="#">29 CFR § 1910.1200</a>
Lock Cabinets	Lock all laboratory chemical storage cabinets when not in use.	<a href="#">Chemical Hygiene &amp; Safety Plan</a>
Max. Quantities- LA City	Do not store more than two 60-gallon drums of gasoline and two 60-gallon drums of diesel fuel in flammable material bunkers at sites within the City of Los Angeles.	LAMC 57.30.30 Uniform Fire Code (UFC) 7902.5.7.2
Max. Quantities- LA County	Do not store more than one 60-gallon drum of gasoline and two 60-gallon drums of diesel fuel in flammable material bunkers at sites within unincorporated areas of Los Angeles County.	Uniform Fire Code (UFC) 7902.5.7.2
Max. Quantity - Outside Bunkers	Do not store more than 60 gallons of flammable liquids in areas outside flammable material bunkers.	LAMC 57.30.30; Uniform Fire Code (UFC) 7902.5.7.2
Oxygen Use Signage	Ensure signs are posted in areas where oxygen is used and stored (such as classrooms, nurse's office, and storage rooms.) The signs must indicate "OXYGEN IN USE - NO SMOKING - NO OPEN FLAMES".	<a href="#">Bulletin 2356.0</a>
Restraints	Ensure all chemical storage shelves and cabinets are equipped with lips or other devices to prevent stored materials from falling. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">Chemical Hygiene &amp; Safety Plan</a>

# Chemical Safety

Subtype	Correction Action Identified Deficiency	Reference
SDS	Maintain current Safety Data Sheets (SDS) for each hazardous substance used on site.	<a href="#">8 CCR § 5194;</a> <a href="#">29 CFR § 1910.1200</a>
Showers	Provide approved deluge showers in all laboratories or work areas where chemicals can cause corrosion, severe irritation, or permanent tissue damage or which are toxic by absorption. Showers must be free of obstructions, accessible and reachable within 10 seconds (approximately 50 feet) from workstations.	<a href="#">8 CCR 5162</a>
Spill Kits	Ensure all chemical storage areas are provided with a spill kit containing absorbent, neutralizing chemicals, and other spill-control materials.	<a href="#">8 CCR § 5191</a>
Storage - Temperature	Keep all laboratory chemical storage areas cool and well ventilated.	<a href="#">Chemical Hygiene &amp; Safety Plan</a>
Storage Compatibility	Ensure all chemicals are stored by compatibility type. Refer to the California Science Handbook, Flinn Scientific's Suggested Chemical Storage Pattern or the Safety Data Sheets (SDS).	<a href="#">8 CCR § 5533;</a> <a href="#">19 CCR § 3.15;</a> <a href="#">29 CFR § 1910.106</a>
Storage - Volatiles	Store all volatile laboratory chemicals in an explosion-proof cabinet.	<a href="#">Chemical Hygiene &amp; Safety Plan</a>
Student Access	Ensure that all hazardous chemicals are kept out of reach of students and stored in secure locations.	
Unauthorized Chemicals	Do not use chemicals unless approved for District use by OEHS. Refer to the <a href="#">OEHS</a> website at <a href="https://achieve.lausd.net/oehschemeval">https://achieve.lausd.net/oehschemeval</a> or contact OEHS at (213) 241-3199 for assistance.	<a href="#">8 CCR § 5194;</a> <a href="#">8 CCR § 5228;</a> <a href="#">29 CFR § 1910.1450</a>

# Construction Safety

Subtype	Correction Action Identified Deficiency	Reference
Barricades	Ensure construction and storage areas are properly barricaded for the duration of the project.	
Clean Work Areas	Ensure work areas, passageways, stairs, and storage areas are clear of debris.	<a href="#">8 CCR § 1513</a>
Competent Person	Ensure a competent safety representative is on site during all construction activities.	LAUSD Specifications
Coordination with School	Ensure all construction activities and locations are coordinated with the site administrator.	
DSA-6 Form	Provide DSA-6 form indicating completion of construction work.	
Dust Control	Ensure all construction activity is properly managed and adequate engineering controls are implemented to minimize dust generation.	<a href="#">8 CCR § 1528</a>
Equipment Storage	Secure all construction equipment and chemicals in approved storage areas or remove from site daily.	LAUSD Specifications
First Aid/CPR - Construction	Ensure contractor has personnel trained and certified in first aid and CPR on site during construction activities.	<a href="#">8 CCR § 1512</a>
ID Badges	Ensure all contractors wear identification badges while on District sites.	LAUSD Specifications
Portable Toilets	Ensure portable toilets are located in a secure work area, locked during non-working hours, and maintained in a sanitary condition. Hand washing facilities must be provided.	
Postings - Construction	Display required OSHA and labor compliance postings in a conspicuous area.	

# Construction Safety

Subtype	Correction Action Identified Deficiency	Reference
Project Status Report	Provide a signed Project Status Report indicating the status of the fire alarm/fire suppression systems and other essential safety systems.	
School Dumpsters	Ensure school trash receptacles/dumpsters are not used for construction debris.	LAUSD Specifications
Shoring and Sloping	Ensure construction trenching and excavations are properly shored, sloped or engineered and any modifications receive prior approval from a competent person and the Facilities Services Division.	<a href="#">8 CCR § 1541</a>
Storm Water Pollution Plan	Maintain and implement a site-specific Storm Water Pollution Prevention Plan and ensure it is available on site for review.	<a href="#">SWRCB 99-08-DWQ</a>
Tailgate Meetings	Conduct and document weekly tailgate safety meetings.	<a href="#">8 CCR § 1509</a>
Trenches	Provide guarding or other visible perimeter protection for ditches, pits, excavations, and surfaces in poor repair.	<a href="#">8 CCR § 1541</a> ; <a href="#">8 CCR § 3273</a>
Unauthorized Work	Discontinue unauthorized construction work. All construction activities must be pre-approved by the Facilities Services Division and conducted in accordance with LAUSD specifications.	

# COVID-19 Compliance

Subtype	Correction Action Identified Deficiency	Reference
Cleaning Protocols	Disinfect high touch surfaces and the campus daily to ensure compliance with current COVID-19 protocols.	<a href="#">Appendix T1 Reopening Protocols for K-12 Schools; LAUSD COVID 19, Containment, Response and Control Plan</a>
COVID-19 Compliance	Ensure compliance with the current COVID-19 Containment, Response, and Control Plan.	<a href="#">LAUSD COVID 19 Containment, Response and Control Plan</a>
COVID-19 Plan Available	Ensure that the COVID-19 Containment, Response, and Control Plan, along with the most current pre-filled version of the Los Angeles County Department of Public Health COVID-19 Protocol for TK-12 Schools: Appendix T1 and a completed Site-Specific Planning Form are posted.	<a href="#">Appendix T1 Reopening Protocols for K-12 Schools; LAUSD COVID 19 Containment, Response and Control Plan</a>
Daily Health Screening	Ensure all persons perform a self-assessment before entering a District site to identify fever or other COVID 19 symptoms. Individuals that answer yes to any screening questions must remain at home, students and employees must notify the school or supervisor of the absence.	<a href="#">Appendix T1 Reopening Protocols for K-12 Schools; LAUSD COVID 19 Containment, Response and Control Plan</a>



# COVID-19 Compliance

Subtype	Correction Action Identified Deficiency	Reference
Face Mask	Ensure face mask and N95 respirators are available for students, staff, and visitors upon request.	<a href="#">Appendix T1 Reopening Protocols for K-12 Schools; LAUSD COVID 19, Containment, Response and Control Plan</a>
Food and Beverage	Encourage physical distancing from others when eating or drinking in compliance with COVID-19 protocols. Eating and drinking is preferred outdoors, if possible.	<a href="#">Appendix T1 Reopening Protocols for K-12 Schools, LAUSD COVID 19 Containment, Response and Control Plan</a>
Hand Sanitizers	Ensure that District approved hand sanitizers with an ethanol content of at least 60% are available and used at the site in compliance with COVID-19 protocols.	<a href="#">Appendix T1 Reopening Protocols for K-12 Schools, LAUSD COVID 19 Containment, Response and Control Plan</a>
Health Screening Questions	Post current LAUSD COVID-19 Health Screening Questions at all entry points to the facility.	<a href="#">Appendix T1 Reopening Protocols for K-12 Schools, LAUSD COVID 19 Containment, Response and Control Plan</a>

# COVID-19 Compliance

Subtype	Correction Action Identified Deficiency	Reference
Physical Distancing	Implement physical distancing protocols when feasible in compliance with COVID-19 protocols.	<a href="#">LAUSD COVID 19 Containment, Response and Control Plan</a>
Signs and Stickers	Place hand washing, physical distancing and face mask signs and stickers throughout the site such as in restrooms, hallways, elevators, office areas, and cafeterias in compliance with COVID-19 protocols.	<a href="#">LAUSD COVID 19 Containment, Response and Control Plan</a>
Shared Items	Minimize use of shared items by designating them to one specific person or ensure that these are being disinfected between users when feasible to ensure compliance with COVID-19 protocols.	<a href="#">Appendix T1 Reopening Protocols for K-12 Schools, LAUSD COVID 19 Containment, Response and Control Plan</a>
Stay Home When Sick	Ensure students are informed not to come to school and staff not to come to work when experiencing COVID-19 symptoms.	<a href="#">Appendix T1 Reopening Protocols for K-12 Schools, LAUSD COVID 19 Containment, Response and Control Plan</a>

# COVID-19 Compliance

Subtype	Correction Action Identified Deficiency	Reference
Ventilation	Keep doors and windows open during the school day when feasible and if outdoor conditions make this appropriate.	<a href="#">LAUSD COVID 19 Containment, Response and Control Plan</a>
Ventilation Systems	Ensure that ventilation systems remain on when buildings are in use.	<a href="#">LAUSD COVID 19 Containment, Response and Control Plan</a>

# Emergency Procedures

Subtype	Correction Action Identified Deficiency	Reference
Drills	Conduct and document periodic Fire/Life Safety drills. Maintain log of all emergency drills conducted on site and log all emergency drills at <a href="https://achieve.lausd.net/edrilleval">https://achieve.lausd.net/edrilleval</a> . Refer to <a href="https://achieve.lausd.net/drills">https://achieve.lausd.net/drills</a> for the frequency table of drills by emergency type and school level.	<a href="#">REF-5803</a>
Emergency Bin	Ensure cargo storage containers are placed on concrete pads at least 20 feet from the property line or any building and a minimum of a 72-hour supply of emergency water, food, and other emergency supplies and equipment is provided.	California Administrative Code Title 24, Part 1, Section 4-314; <a href="#">REF 5451.2</a>
Overhead Storage	Remove all materials and objects stored on top of cabinets or upper shelves unless such objects are fastened to the shelf or otherwise restrained from falling.	
Seismic Bracing - Furniture	Provide seismic bracing for furniture, equipment, and appliances.	<a href="#">OEHS Safety Alert No. 02-05</a>
Seismic Bracing - Water Heater	Provide seismic bracing for heating, ventilation, and air conditioning (HVAC) units and water heater tanks. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
Training - Emergency Procedures	Train all employees on emergency procedures within the first three months of each school year and maintain documentation of date of training, agenda, training materials and sign-in sheet. Online training is also available to all employees in MyPLN through the STEPS program.	CEC § 35294; <a href="#">Collective Bargaining Agreement UTLA&amp; LAUSD ArticlesXXIV and XXVIII</a>
Utility Shut-off Valves	Ensure that utility shut-off valves are clearly marked and free of obstructions.	

# Facilities and Equipment Maintenance

Subtype	Correction Action Identified Deficiency	Reference
Artificial Turf Maintenance	Maintain artificial turf per manufacturer's instructions. Ensure turf is raked and watered regularly.	
Asphalt	Ensure asphalt and other paved areas are in good condition (e.g., free of significant cracks, holes, standing water). If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">OEHS IIPP Template, Attachment E – Facilities Inspection Form</a>
Cart Brakes	Check hand-held brakes on motorized carts daily to ensure they are in working condition.	Maintenance & Operations Procedure G-U-1
Cart Key Activation	Ensure motorized carts require key activation, and the key is removed when cart is not in use or unattended.	
Cart Wheel Chocks	Place wheel chocks in front of and behind one wheel of motorized carts when stationary. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
Ceiling Tile	Repair/replace damaged or missing ceiling tile(s). Consult the Asbestos Management Plan prior to repair. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">OEHS IIPP Template, Attachment E – Facilities Inspection Form</a>
Clearance - Electrical Equipment	Maintain a minimum 3-foot clearance around all electrical equipment (e.g., electrical panels, switchgear, transformers).	<a href="#">8 CCR § 2340; 29 CFR § 1910.303</a>
Dumpsters	Keep dumpster lids closed when not in use.	
Electrical Guarding	Ensure electrical equipment components operating at 50 volts or above are guarded to prevent access, unless confined to rooms only accessible to qualified persons.	<a href="#">8 CCR § 2340; 29 CFR § 1910.303</a>

# Facilities and Equipment Maintenance

Subtype	Correction Action Identified Deficiency	Reference
Electrical Panel Labels	Label all circuit breakers within electrical panels to clearly identify the circuits they are protecting. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">29 CFR § 1910.303</a>
Fats, Oil, and Grease	Ensure fats, oils, and greases are frozen prior to disposal.	<a href="#">LAUSD BMPs</a>
Flooring	Repair/replace damaged or missing flooring. Consult the Asbestos Management Plan prior to repair. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
Food Disposal	Do not discharge food waste into sink garbage disposals. All food waste should be disposed of in Green Waste disposal bins.	<a href="#">LAMC Article 4 Section 64.30</a> <a href="#">LAUSD Food Waste Programs</a>
Fueled Equip – Storage	Ensure lawnmowers and other fueled equipment are stored in a secure area and not located in buildings occupied by students.	
Fueled Equip – Use	Do not use gasoline or diesel-powered equipment in buildings or other enclosed areas.	
Good Repair	Ensure campus grounds and equipment are maintained in good repair. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">OEHS IIPP Template, Attachment E – Facilities Inspection Form</a>
Green Waste	Ensure green waste is separated from general waste and disposed of in the proper receptacle.	<a href="#">Green Waste Reference</a>
Ground Fault Interrupter	Ensure power tools/equipment are used on circuits protected by ground fault interrupter (GFI).	<a href="#">29 CFR § 1910.304</a>

# Facilities and Equipment Maintenance

Subtype	Correction Action Identified Deficiency	Reference
Hot Water	Ensure hot water is provided in food preparation areas, health offices and showers. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">OEHS IIPP Template, Attachment E – Facilities Inspection Form; LAC 11.12.030, CCR 8 § 8397</a>
Housekeeping	Ensure all areas in the school are clean, well maintained, and free of clutter.	<a href="#">OEHS IIPP Template, Attachment E – Facilities Inspection Form</a>
HVAC Vent Stacks	Ensure vent stacks are not located within 10 feet of Heating, Ventilation and Air Conditioning (HVAC) system air intakes. Roof-mounted vent stacks should extend above parapet walls and air intake vents. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
In-Wall Table Inspection	Inspect in-wall tables and benches at least twice a year and maintain documentation.	
In-Wall Tables	Ensure all in-wall table and bench safety devices (such as cam locks/butterfly locks) are utilized and functional. Remove equipment from service if any safety mechanism is not operating properly. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
Kitchen BMP Training	Train food service workers on “Best Management Practices for Industrial Waste Disposal” and maintain training records. For assistance, contact Food Services at (213) 241-6409.	<a href="#">LAMC Article 4 Section 64.30; LAUSD Industrial Wastewater Management Procedures</a>

# Facilities and Equipment Maintenance

Subtype	Correction Action Identified Deficiency	Reference
Kitchen Waste BMP Posting	Conspicuously post “Best Management Practices for Industrial Waste Disposal” in the cafeteria kitchen and/or food preparation area. For assistance, contact Food Services at (213) 241-6409.	<a href="#">LAMC Article 4 Section 64.30;</a> <a href="#">LAUSD Industrial Wastewater Management Procedures</a>
Kitchen Waste BMP Posting	Conspicuously post “Best Management Practices for Industrial Waste Disposal” in the cafeteria kitchen and/or food preparation area. For assistance, contact Food Services at (213) 241-6409.	<a href="#">LAMC Article 4 Section 64.30;</a> <a href="#">LAUSD Industrial Wastewater Management Procedures</a>
Kitchen Waste Practices	Implement “Best Management Practices for Industrial Waste Disposal” as defined by the Food Services Branch. For assistance, contact Food Services at (213) 241-6409.	<a href="#">LAMC Article 4 Section 64.30;</a> <a href="#">LAUSD Industrial Wastewater Management Procedures</a>
Landscaping	Ensure tree canopies are adequately raised, plants are adequately trimmed, and landscape is free of tripping hazards or other obvious hazards. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">OEHS IIPP Template, Attachment E – Facilities Inspection Form</a>
Lifts	Conduct and document weekly testing of all special access lifts (e.g., wheelchair lifts, auditorium stage lifts and swimming pool immersion lifts).	<a href="#">29 CFR§ 1910.68; M&amp;O Procedures</a>
Lighting - Indoor	Ensure all areas within the school have adequate indoor lighting. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">LAUSD School Design Guide;</a> LAUSD Contract Specification 16525-3



# Facilities and Equipment Maintenance

Subtype	Correction Action Identified Deficiency	Reference
Lighting - Lamps	Repair/replace burned out light bulbs (lamps). If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="http://facapps.lausd.net/mwkiosk/">http://facapps.lausd.net/mwkiosk/</a> .	
Lighting - Outdoor	Ensure there is adequate outdoor lighting for after-school activities.	<a href="#">LAUSD School Design Guide</a>
Outlet Covers	Provide approved covers for all electrical outlets, switch plates, pull boxes, and junction boxes. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 2340</a> ; <a href="#">29 CFR § 1910.305</a>
Permits - Air Quality	Ensure equipment, subject to South Coast Air Quality Management District (SCAQMD) requirements, is lawfully permitted.	<a href="#">(SCAQMD) Rules and Regulations</a>
Permits - OSHA	Post valid operating permit near air compressor, air pressure tank, elevator, boiler, or other equipment subject to Occupational Safety and Health Administration (OSHA) permitting.	<a href="#">8 CCR § 461</a> ; <a href="#">8 CCR § 344.2</a> ; <a href="#">8 CCR § 344.1</a>
Playground Age Signs	Ensure age-appropriate use signs and playground safety rules are affixed to playground equipment. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
Playground Equip - Compliant	Ensure playground equipment and matting complies with American Society for Testing and Materials (ASTM) standards and Consumer Products Safety Commission (CPSC) guidelines.	<a href="#">22 CCR § 65710</a> ; <a href="#">ASTM 1487</a> ; <a href="#">CPSC Guidelines</a>
Playground Equip - Initial Inspection	Ensure playground equipment is inspected and approved by a National Playground Safety Institute certified inspector prior to the installation of surfacing material and use.	<a href="#">22 CCR § 65710</a> ; <a href="#">CPSC Guidelines</a>

# Facilities and Equipment Maintenance

Subtype	Correction Action Identified Deficiency	Reference
Playground Equip – Restrict Access	Discontinue use of and restrict access to playground equipment that does not meet current California Playground Safety Regulations, Consumer Product Safety Commission, American Society Testing Materials and District requirements.	<a href="#">22 CCR § 65710</a> ; <a href="#">CPSC Guidelines</a>
Playground Inspection – Routine	Ensure playground equipment is inspected daily by site staff and at least annually by a National Playground Safety Institute Certified Inspector.	<a href="#">ASTM 1487</a> ; <a href="#">CPSC Guidelines</a>
Playground Surfacing Condition	Repair/replace damaged or deteriorated playground surfacing materials. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
Playground Surfacing Test	Ensure playground surfacing material is tested for Head Injury Acceptance Criteria (HIC) and approved by OEHS prior to use.	
Powered Equip-Condition	Periodically inspect equipment to ensure that electrical cords, hoses and fittings and safety devices are in good condition.	<a href="#">8 CCR § 5533</a> ; <a href="#">29 CFR § 1910.106</a> ; <a href="#">19 CCR § 3.15</a> ; LAMC 57.30.11, 57.11.10(A)
Powered Equip-Training	Ensure proper training of personnel that use steam cleaners, pressure washers, wet abrasive washers or other cleaning equipment.	
P-Trap Primers	Ensure the plumbing P-trap primers are operating properly. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
Recycling	Do not throw recyclables in trash dumpsters. Utilize recycling containers for paper and plastic waste. Contact OEHS at 213-241-3199 for assistance.	<a href="#">SB1383</a>

# Facilities and Equipment Maintenance

Subtype	Correction Action Identified Deficiency	Reference
Restrooms – Use Designation	Provide separate restrooms for students and staff. Student restrooms may be used by the public for public events.	
Roof and Gutters	Ensure roofs and gutters are intact and well maintained. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">OEHS IIPP Template, Attachment E – Facilities Inspection Form</a>
Salvage Items	Remove unusable equipment and other salvage items pursuant to the LAUSD Procurement Manual. To request pick-up, email transportation order form to Truck Operations at <a href="mailto:truckop@lausd.net">truckop@lausd.net</a>	<a href="#">REF-1293; Salvage Pick Up Reference</a>
Sandbox	Provide sandbox cover and affix daily. Inspect regularly to ensure sand is free of debris.	
Securing Equipment	Ensure equipment designed to be located in a fixed position is secured to prevent movement.	
Sewer Debris	Ensure that debris is periodically cleared from sewer and storm drain inlets.	<a href="#">OEHS IIPP Template, Attachment E – Facilities Inspection Form</a>
Storm Drain	Do not discharge hazardous substances, cleaning agents or waste water into storm drains.	
Training – Sports Equipment	Train students on proper use of sports equipment.	<a href="#">BUL M-66, Athletic Rules and Regulations</a>
Trash Bins Clean	Ensure dumpsters and trash cans are not overfilled and the surrounding area is clean and free of debris.	

# Fire/Life Safety

Subtype	Correction Action Identified Deficiency	Reference
AED Binder	<p>Each school or office shall create an AED Binder to be placed on top of each AED’s cabinet(s) and include the following inside the binder:</p> <ul style="list-style-type: none"> <li>• Completed CPR/AED Emergency Response Site Plan</li> <li>• Bulletin 4480.2 Policy and Procedure for the Acquisition and Use of AEDs.</li> </ul>	BUL-4480.2 Policy and Procedure for the Acquisition and Use of Automated External Defibrillators (AEDs)
AED Signage	<p>Ensure that instructions on how to use the Automated External Defibrillator (AED) are posted next to every AED. The AED Signage must be visible with clear instructions that are no less than 14-point font size.</p>	<a href="#">California Education Code – 35179.6</a>
AED Training	<p>Ensure that school administrators and staff receive annual AED and CPR training that includes information about sudden cardiac arrest, the school emergency response plan, location of AEDs and how to use an AED.</p>	California Health and Safety Code – 1797.196 (c)
ANSUL System	<p>Ensure ANSUL fire suppression systems are serviced every 6 months. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a>.</p>	
Clearance - Fire Equipment	<p>Maintain a minimum 3-foot clearance around fire extinguishers, fire hoses, pull stations and sprinkler control valves.</p>	LAMC § 57.57.05
Clearance - Fire Sprinklers	<p>Maintain a minimum 18-inch clearance between overhead sprinklers and materials below. In non-sprinkler areas, a minimum of 2-foot clearance must be maintained.</p>	<a href="#">8 CCR § 6170; OEHS IIPP Template, Attachment E – Facilities Inspection Form</a> ; LAMC § 57.57.03
Clearance - Heaters	<p>Maintain a minimum 3-foot clearance around heaters/furnaces.</p>	8 CCR § 1693

# Fire/Life Safety

Subtype	Correction Action Identified Deficiency	Reference
Curtains	Remove curtains that are not flame resistant.	LAMC § 57.110.12; CFC 803.3
Dispersal Area	Ensure safe dispersal areas are located at least 50 feet away from school buildings.	IBC 1028.5 <a href="#">CCR 24 §442.3</a>
Egress Doors	Ensure classrooms with occupancy of 50 or more have at least two means of egress.	LAMC § 57.33.04; <a href="#">8 CCR § 3227</a>
Egress Obstructed	Maintain exit pathways free of obstructions to ensure safe egress.	<a href="#">8 CCR § 3227</a> ; LAMC § 57.33.11; <a href="#">29 CFR § 1910.37</a>
Elevated Load Capacity	Post signs indicating load capacity for elevated work surfaces.	<a href="#">8 CCR § 3211</a> ; <a href="#">8 CCR § 3212</a>
Elevated Work Surfaces Access	Provide a permanent means of access and egress to elevated storage and work surfaces. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="http://facapps.lausd.net/mwkiosk/">http://facapps.lausd.net/mwkiosk/</a> .	<a href="#">8 CCR § 3210</a> ; <a href="#">8 CCR § 3211</a> ; <a href="#">8 CCR § 3212</a>
Elevator Signs	Post signs adjacent to elevator call devices indicating procedure to follow in case of emergency.	<a href="#">8 CCR § 3041</a>
Emergency Exit Grills	Provide at least one security grill with “emergency breakaway” capacity for classrooms equipped with security grills. The window with the breakaway grill must be openable and clearly identified as an emergency exit. In classrooms with only one exit door, the breakaway grill must be located furthest from the exit door. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="http://facapps.lausd.net/mwkiosk/">http://facapps.lausd.net/mwkiosk/</a> .	California Building Code (CBC) Section 305.2.4, <a href="#">Board of Education Report No. 15</a>
Emergency Vehicle Access	Ensure school has at least one entrance gate with an opening of at least 20 feet to accommodate emergency vehicles. Ensure fire lanes are provided and maintained free of obstruction.	LAMC § 57.111.07

# Fire/Life Safety

Subtype	Correction Action Identified Deficiency	Reference
Evacuation Map	Post evacuation maps in all multi-story buildings at each main entrance, elevator lobby and near enclosed stairwells. Maps are also required in assembly areas with occupancies over 300.	
Exit Distances	Ensure the maximum distance from any point in the building to an exterior exit or an enclosed exit stairway does not exceed 150 feet in buildings without sprinklers or 200 feet in buildings with sprinklers. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 3222</a>
Exit Signs	Provide visible exit signs or directional signs for all exit doors and escape pathways. Ensure illuminated exit signs are on at all times. If necessary, submit a service request to the <a href="https://facapps.lausd.net/mwkiosk">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 3216</a> ; LAMC § 57.33.15; <a href="#">29</a> <a href="#">CFR § 1910.37</a> ; 1997 CFC 1013
Exit Signs Obstructed	Remove all objects that may conceal or obscure exit signs.	<a href="#">8 CCR § 3215</a> ; <a href="#">29 CFR §</a> <a href="#">1910.37</a>
Fire Alarm - Obstruction	Ensure that fire alarm devices are free of obstruction.	LAMC § 57.20.41; <a href="#">29</a> <a href="#">CFR § 1910.165</a>
Fire Alarm - Testing	Conduct and document monthly inspections of fire alarms in the Fire Log Book to ensure they are in good working order. Ensure a different pull station is tested each month.	<a href="#">8 CCR § 6184</a> <a href="#">M&amp;O</a> <a href="#">Procedure</a> <a href="#">No. G-F-2</a> <a href="#">REF-5803.5</a> <a href="#">REF-1909.2</a>
Fire Alarm Labels	Ensure the listed locations on the fire alarm panel are accurate and correspond to the room numbers posted at each room and the associated map.	CFC 907.8

# Fire/Life Safety

Subtype	Correction Action Identified Deficiency	Reference
Fire Doors	Do not impair function of self-closing fire rated doors.	<a href="#">LAMC § 57.705.2.4.1</a>
Fire Exting. – General	Fully charge and mount portable fire extinguishers and ensure signs are posted to indicate location. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 6151</a> ; <a href="#">29 CFR § 1910.157</a> ; LAMC § 57.140.9
Fire Exting. – Hydrostatic Testing	Perform hydrostatic testing at the required interval of five or twelve years, depending on the fire extinguishing media. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 6151</a> ; <a href="#">29 CFR § 1910.157</a>
Fire Exting. – Inspection	Conduct and document monthly visual inspection of portable fire extinguishers. Note inspection date on the service tag and the Fire Log Book.	<a href="#">8 CCR § 6151</a> ; <a href="#">29 CFR § 1910.157</a> ; <a href="#">M&amp;O Procedure No. G-F-8, G-F-2</a>
Fire Exting. – Service	Ensure portable fire extinguishers are serviced annually. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 6151</a>
Fire Exting. – Training	Provide fire extinguisher training to new employees and at least annually thereafter.	<a href="#">8 CCR § 6151</a> ; <a href="#">29 CFR § 1910.157</a>
Fire Sprinkler System Testing	Ensure automatic sprinkler systems are tested annually. Note testing date in the Fire Log Book.	<a href="#">8 CCR § 6170 Automatic Sprinkler Systems</a>
Fire Watch	Establish a fire watch until local fire authority provides written approval to discontinue fire watch procedures.	<a href="#">REF-1909</a> ; LAMC 57.13.03

# Fire/Life Safety

Subtype	Correction Action Identified Deficiency	Reference
Guardrails	Provide standard guard rails for elevated surfaces in excess of 30 inches above any adjacent floor or ground surface (exception: auditorium side of stage and loading docks). Open guardrails shall have intermediate rails or ornamental pattern such that a sphere 4 inches in diameter cannot pass through. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 3209</a> ; <a href="#">8 CCR § 3210</a> ; <a href="#">8 CCR § 3211</a> ; <a href="#">8 CCR § 3212</a>
K-2 Occupancy	Ensure rooms used by kindergarten, first- or second-grade students are not located above or below the first story unless the building is equipped with automatic fire sprinklers and at least 2 exterior exits doors.	California Building Code 442.4
Ladders - Condition	Ensure portable ladders are routinely inspected and maintained in good repair.	<a href="#">8 CCR § 3278</a> ; <a href="#">8 CCR § 3279</a> ; <a href="#">29 CFR §§ 1910.25</a> , <a href="#">1910.26</a>
Ladders - Metal	Ensure metal ladders are labeled "CAUTION: DO NOT USE AROUND ELECTRICAL EQUIPMENT."	<a href="#">8 CCR § 3278</a>
No Exit Signs	Place "NO EXIT" signs on non-exit doors or indicate actual use. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 3217</a> ; LAMC § 57.33.15;
Non-Slip	Provide and maintain non-slip materials on ramps or aisle and walkway surfaces prone to moisture. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">8 CCR § 3232</a> ; <a href="#">29 CFR § 1910.22</a>
Occupancy Limit	Post signs in a conspicuous place near the main exit doorway of assembly rooms indicating maximum occupant load and usage.	LAMC § 57.33.04



## Fire/Life Safety

Subtype	Correction Action Identified Deficiency	Reference
Panic Hardware	Ensure panic hardware is provided and maintained on main exit doors or doors are posted with signage indicating "This Door to Remain Unlocked During Business Hours." If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	LAMC § 57.33.10; California Fire Code (CFC) 25.106b
Paper Decorations	Remove combustible materials (e.g., paper decorations, hanging mobiles) from exit doors, ceilings, electrical panels, light fixtures, fire sprinklers and heaters.	LAMC § 57.22.01; <a href="#">8 CCR § 3217</a>
Placement of Automated External Defibrillator (AED)	Ensure that at least one Automated External Defibrillator (AED) is acquired for each school within the school district or the charter school that elects to offer any interscholastic athletic program.	California Education Code – 35179.6 (b)
Scaffolding	Provide approved scaffolding for work when ladder use is unsafe.	<a href="#">8 CCR § 1637</a>
Site Address	Ensure site address is posted and clearly visible from the street at the front of the main entrance.	<a href="#">LAFD Sec. 57.09.11</a>
Toe Boards	Install standard 4-inch toe boards for elevated surfaces to prevent objects from falling. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="http://facapps.lausd.net/mwkiosk/">http://facapps.lausd.net/mwkiosk/</a> .	<a href="#">8 CCR § 3209</a> ; <a href="#">8 CCR § 3210</a> ; <a href="#">8 CCR § 3211</a> ; <a href="#">8 CCR § 3212</a>
Trip Hazards	Maintain aisles and walkways free of obstruction or tripping hazards.	<a href="#">8 CCR § 3232</a> ; <a href="#">29 CFR § 1910.22</a>
Walkway Guarding	Provide temporary guarding or other controls for floor openings, excavations, and damaged walking surfaces to prevent falls. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="http://facapps.lausd.net/mwkiosk/">http://facapps.lausd.net/mwkiosk/</a> .	<a href="#">8 CCR § 3232</a> ; <a href="#">29 CFR § 1910.22</a>
Waste Receptacles	Replace plastic or rubber waste receptacles with metal or metal-lined waste receptacles.	

# Indoor Environment

Subtype	Correction Action Identified Deficiency	Reference
Blocked Vents	Remove all items blocking air vents to ensure adequate ventilation.	<a href="#">EPA Tools for Schools</a>
Complaint Log	Maintain a log of nuisance odors potentially affecting indoor air quality. Report to OEHS at (213) 241-3199, and if an outdoor emission source is suspected, contact South Coast Air Quality Management District (SCAQMD) at (800) 288-7664.	<a href="#">OEHS Safety Alert No. 03-02</a>
HVAC Condensate Lines	Ensure Heating, Ventilation and Air Conditioning (HVAC) system condensate drain pans and lines are properly maintained and free from obstructions to prevent the accumulation of standing water. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
HVAC Maintenance	Perform periodic preventative maintenance on Heating, Ventilation and Air Conditioning (HVAC) systems. Ensure vents are free of dust and debris. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">EPA Tools for Schools</a>
Medical Referral	Direct students or staff with symptoms of ill health believed to be associated with the building environment to consult the services of a medical professional for assistance in diagnosing medical conditions and determining possible causative factors. District employees may contact the LAUSD Employee Health Services Unit at (213) 241-6326. Student health concerns should be referred to Student Health Services at (213) 202-7575.	
Mold	Mitigate mold and mildew. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">EPA Tools for Schools</a>
Noise Evaluation	Ensure noise levels do not interfere with regular activities. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> or contact OEHS at (213) 241-3199 for further evaluation.	<a href="#">OEHS Position on Classroom Acoustical Quality</a>

# Indoor Environment

Subtype	Correction Action Identified Deficiency	Reference
Occupant Diary	Direct affected staff to maintain daily records documenting timing patterns and severity of ill health effects they believe associated with the indoor environment. Staff should use the "Indoor Air Quality Occupant Diary." Record logs should be returned to OEHS on a weekly basis.	
Odors	Ensure rooms are properly maintained to minimize objectionable odors.	<a href="#">EPA Tools for Schools</a>
Tools for Schools	Implement the EPA's "Tools for Schools Program" to address ongoing indoor air quality concerns. For assistance, contact Nursing Services at (213) 202-7580.	<a href="#">EPA Tools for Schools Program</a>
Vehicle Idling	Ensure vehicles are not idling in the vicinity of schools.	<a href="#">13 CCR § 2480</a>
Ventilation - Adequate	Ensure mechanical ventilation systems supply at least fifteen cubic feet of outside air per minute per occupant. Windows/doors shall be open, or ventilation must run continuously during occupancy. Thermostats should be set to "fan on" position for continuous ventilation.	<a href="#">EPA Tools for Schools; 8 CCR § 5142;</a> 2001 California Building Code (CBC) § 1202
Ventilation - Exhaust	Ensure adequate exhaust ventilation for all activities emitting air contaminants. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">EPA Tools for Schools</a>
Water Damage	Correct all unresolved water damage. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">EPA Mold Remediation in Schools and Commercial Buildings</a>

# Injury and Illness Prevention

Subtype	Correction Action Identified Deficiency	Reference
Accident Investigation	Ensure an accident investigation is completed by the injured employee's supervisor within 24 hours and corrective actions are identified to prevent a recurrence of the incident. An Injury/Accident Investigation Report must be completed for each accident in the Incident System Tracking Accountability Report (ISTAR).	<a href="#">OEHS IIPP Template – Attachment G</a>
Air Quality Alerts	Ensure staff and students are notified of Air Quality Advisories pursuant to Reference Guide 886.4 Air Quality, Weather and Wildfire Advisory Procedures.	<a href="#">REF-886.4</a>
BBP – Clean Up Kit	Provide bloodborne pathogen cleanup kits for the disposal of bodily fluids and medical waste. Kits shall include personal protective equipment (gloves, goggles, clothing protection) and biohazard bags.	<a href="#">8 CCR § 5193;</a> <a href="#">29 CFR § 1910.1030</a>
BBP– Decontamination	Clean and sanitize areas that may have been exposed to bloodborne pathogens.	<a href="#">8 CCR § 5193;</a> <a href="#">29 CFR § 1910.1030</a>
BBP – Exposure Eval	Ensure a post-exposure evaluation is conducted following a potential employee exposure to bloodborne pathogens.	<a href="#">8 CCR § 5193;</a> <a href="#">29 CFR § 1910.1030</a>
BBP – Plan	Maintain and implement a written Bloodborne Pathogen Exposure Control Plan to minimize exposure to bloodborne pathogens pursuant to Title 8 CCR. (See School Nurse for requirements.)	<a href="#">8 CCR § 5193;</a> <a href="#">29 CFR § 1910.1030</a>
BBP – PPE	Provide personal protective equipment to employees at risk of exposure to bloodborne pathogens.	<a href="#">8 CCR § 5193;</a> <a href="#">29 CFR § 1910.1030</a>
BBP – Training	Provide all employees with annual bloodborne pathogen awareness training and maintain documentation.	<a href="#">8 CCR § 5193;</a> <a href="#">29 CFR § 1910.1030</a>
BBP – Warning Labels	Affix warning labels to all containers used to store, transport or ship potential bloodborne pathogen materials. Ensure biological waste is placed in red biohazard bags.	<a href="#">8 CCR § 5193;</a> <a href="#">29 CFR § 1910.1030</a>

# Injury and Illness Prevention

Subtype	Correction Action Identified Deficiency	Reference
Elevated Claims Rate	Review accident trends to identify causative factors. Implement corrective actions including staff training to address higher-than-average workers' compensation claims rate.	
Exten. Cord - Damaged	Destroy and discard electrical cords that are frayed, spliced, taped, or otherwise deteriorated.	<a href="#">8 CCR § 2300;</a> <a href="#">29 CFR § 1910.305</a> <a href="#">Bulletin 6436.0</a>
Exten. Cord - In Series	Ensure extension cords, outlet multipliers and surge protectors are not used in series.	<a href="#">8 CCR § 2300;</a> <a href="#">29 CFR § 1910.305</a> <a href="#">Bulletin 6436.0</a>
Exten. Cord - Near Water	Ensure that flexible cords and cables are not used near sinks, faucets, or other water sources.	<a href="#">8 CCR § 2300;</a> <a href="#">29 CFR § 1910.305</a> <a href="#">Bulletin 6436.0</a>
Exten. Cord - On Metal	Do not hang extension cords and cables on metal hangers or supports.	<a href="#">8 CCR § 2300;</a> <a href="#">29 CFR § 1910.305</a> <a href="#">Bulletin 6436.0</a>
Exten. Cord - Through Openings	Ensure extension cords and cables are not run through holes in walls, ceilings, floors, or similar openings.	<a href="#">8 CCR § 2300;</a> <a href="#">29 CFR § 1910.305</a> <a href="#">Bulletin 6436.0</a>
Exten. Cord - UL Approved	Ensure extension cords and cables are Underwriter's Laboratories (UL) approved and suitable for the conditions of use.	<a href="#">8 CCR § 2300;</a> <a href="#">29 CFR § 1910.305</a> <a href="#">Bulletin 6436.0</a>
Exten. Cord - Use	Ensure flexible extension cords and cables are not used in place of permanent wiring.	<a href="#">8 CCR § 2300;</a> <a href="#">29 CFR § 1910.305</a> <a href="#">Bulletin 6436.0</a>

# Injury and Illness Prevention

Subtype	Correction Action Identified Deficiency	Reference
Face/Eye and Hand Protection	Provide face/eye and hand protection for persons at risk of injury from airborne objects, particulate matter, or hazardous substances.	<a href="#">8 CCR § 3382</a>
Forklift Training	Ensure forklift operators have current Cal/OSHA training certification.	<a href="#">8 CCR § 3668</a>
Fraud	Report suspected cases of workers' compensation fraud to Sedgwick CMS Fraud Hotline at (866) 247-2287 ext. 79271. Report other types of fraud to the Office of the Inspector General Fraud Hotline at (213) 241-7778.	
Guarding - Equipment	Ensure proper guarding is provided and maintained on all equipment to prevent injury to operators.	<a href="#">29 CFR § 1910.212</a>
Guarding - Fans	Ensure all fans with blades located less than seven feet above the floor or working level are equipped with blade guards.	<a href="#">29 CFR § 1910.212</a>
Hearing Conservation - Complaints	Ensure employees report excessive noise levels in their workplace to their supervisor so that an appropriate evaluation can be made. For assistance contact OEHS (213) 241-3199.	<a href="#">8 CCR § 5096</a> ; <a href="#">29 CFR § 1910.95</a>
Hearing Conservation Program	Ensure all personnel who are exposed to noise levels greater than 85 dB (A) as a time weighted average are included in the Hearing Conservation Program. For assistance with noise monitoring, training, audiometric testing, or other hearing program requirements, contact OEHS at (213) 241-3199.	<a href="#">8 CCR §§ 5097</a> ; <a href="#">29 CFR § 1910.95</a>
Heat Stress	Implement actions to prevent heat-related illnesses pursuant to Bulletin 963.2, Guidelines for Preventing Heat Stress.	<a href="#">BUL-963.2</a>
Heat Illness Prevention Program (HIPP)	Establish, implement, and maintain Heat Illness Prevention Program using the OEHS template and update it at least annually. For assistance, contact OEHS at (213) 241- 3199.	<a href="#">8 CCR § 3395</a> ; <a href="#">OEHS HIPP Template</a>

# Injury and Illness Prevention

Subtype	Correction Action Identified Deficiency	Reference
Heat Illness Training	Provide and maintain records of annual Heat Illness and Prevention Program training. Maintain training records on-site for at least 5 years.	<a href="#">8 CCR § 3395;</a> <a href="#">OEHS HIPP Template</a>
Household Appliances	Remove household appliances (e.g., toaster/oven, microwave oven, refrigerator, coffee machine, and heater) or other unauthorized electrical appliances from classrooms pursuant to Bulletin 6436.	<a href="#">Bulletin 6436.0</a>
IIPP - Inspections	Conduct and document semi-annual safety inspections pursuant to Injury and Illness Prevention Program (IIPP). Maintain inspection records for at least 3 years.	<a href="#">8 CCR § 3203;</a> <a href="#">OEHS IIPP Template,</a> <a href="#">Attachment E – Facilities Inspection Form</a>
IIPP - Responsible Party	Designate a person with authority to implement the Injury and Illness Prevention Program (IIPP).	<a href="#">8 CCR § 3203;</a> <a href="#">OEHS IIPP Template – Attachment E – Facilities Inspection Form</a>
IIPP - Safety Committee	Establish a School Safety Committee that meets at least quarterly and documents meeting minutes. Responsibilities include review inspection findings, alleged hazardous conditions and incident reports to identify safety issues and prevent recurrence.	<a href="#">8 CCR § 3203;</a> <a href="#">OEHS IIPP Template;</a> <a href="#">Integrated Safe School Plan</a>
IIPP - Summary Page	Post a copy of the Injury and Illness Prevention Program (IIPP) Summary in a conspicuous area.	<a href="#">8 CCR § 3203;</a> <a href="#">OEHS IIPP Template,</a> <a href="#">Attachment B</a>
IIPP - Training	Provide and maintain records of annual Injury and Illness Prevention Program (IIPP) training. Maintain training records on-site for 3 years.	<a href="#">8 CCR § 3203;</a> <a href="#">OEHS IIPP Template</a>

# Injury and Illness Prevention

Subtype	Correction Action Identified Deficiency	Reference
IIPP Program	Prepare and implement an Injury and Illness Prevention Program (IIPP) using the OEHS "IIPP Template," and update at least annually in accordance with BUL-3372.2. For assistance, contact OEHS at (213) 241- 3199.	<a href="#">8 CCR § 3203;</a> <a href="#">BUL-3772</a>
Medical Screening/Fit Testing	Ensure annual medical screening and respirator fit testing for workers using respiratory protection.	<a href="#">8 CCR § 5144</a>
Medication Log	Maintain a student medication log, doctor protocols and dispensing log in the Nurse's office.	<a href="#">CEC 49423;</a> <a href="#">BUL-3878.3</a>
Medication Storage	Ensure medication cabinet is secured at all times.	
OSHA Log 300	Maintain OSHA Log 300 of employee injuries and illnesses as required by Cal/OSHA. Contact OEHS at (213) 241-3199 to request a copy.	<a href="#">8 CCR § 14300</a>
OSHA Log 300A Summary Posting	Ensure the OSHA Log 300A Summary from the previous calendar year is posted from February 1 through April 30 in a location frequented by employees. Contact OEHS at (213) 241-3199 to request a copy.	<a href="#">8 CCR § 14300;</a> <a href="#">29 CFR § 1904</a>
OSHA Poster	Post Cal/OSHA Safety & Health Protection on the Job poster in a conspicuous location.	<a href="#">8 CCR § 340</a>
OSHA Reportable Injury	Notify Cal/OSHA and OEHS within eight hours of any work-related serious injury or death.	<a href="#">8 CCR § 342;</a> <a href="#">29 CFR § 1904.8;</a> <a href="#">Safety Alert No. 02-09</a>
Repeaters	Identify employees that file multiple workers' compensation claims and provide counseling specific to preventing those injuries. Maintain written records of counseling. For assistance, contact Employee Performance Accountability at (213) 241-6056.	



# Injury and Illness Prevention

Subtype	Correction Action Identified Deficiency	Reference
Respirators	Provide respiratory protective equipment when engineering or operational controls are not feasible for limiting exposure to airborne contaminants.	<a href="#">8 CCR § 5144</a>
Respiratory Protection Program	Maintain a copy of the Respiratory Protection Program on-site and provide annual training.	<a href="#">8 CCR § 5144</a> ;
Restricted Access - General	Restrict access by students and staff until OEHS has authorized occupancy.	
Safe Work Practices	Ensure staff are properly trained and utilizes safe work practices.	<a href="#">8 CCR § 1510</a>
Sharps - Disposal	Ensure that contaminated sharps are disposed in approved containers. Sharps containers must be replaced when damaged or filled to capacity. For assistance, contact Nursing Services at (213) 202-7580.	<a href="#">8 CCR § 5193</a> ; <a href="#">29 CFR § 1910.1030</a>
Sharps - Use	Ensure sharps are only used by trained personnel.	<a href="#">8 CCR § 5193</a> ; <a href="#">29 CFR § 1910.1030</a>
Sharps Log	Maintain a Sharps Injury Log of each employee exposure incident involving a sharp (e.g., needle, scalpel, lancet, etc.). Records must be maintained for 5 years.	<a href="#">8 CCR § 5193</a>
Stay-At-Work Program	Ensure compliance with the District's Stay-At-Work Program per Reference Guide 1279. For assistance, contact the Division of Risk Management & Insurance Services at (213) 241-3139.	<a href="#">REF-1279</a>

# Lead Management

Subtype	Correction Action Identified Deficiency	Reference
Drinking Fountain Shut Off	Remove water fixture from service until repairs have been made and OEHS confirms lead levels are within acceptable limits.	<a href="#">REF-3930.7</a>
Flushing	Flush drinking fountains, kitchen faucets and other water fixtures used to dispense drinking water every Monday prior to use for a minimum period of 30 seconds to minimize potential exposure to lead and other water pollutants.	<a href="#">REF-3930.7</a>
Lead Training	Ensure that all workers disturbing lead painted or assumed lead painted surfaces have proper training and certifications.	<a href="#">8 CCR §1532.1</a> ; <a href="#">17 CCR § 3500</a> ; <a href="#">40 CFR Part 745</a>
Lead Work Compliance	Ensure compliance with required lead work practices, engineering controls, and personal protective equipment for all lead-related construction activities and releases.	<a href="#">8 CCR §1532.1</a> ; <a href="#">17 CCR § 3500</a> ; <a href="#">40 CFR Part 745</a> ; <a href="#">HUD Guidelines</a>
Peeling Paint	Repair areas of peeling or otherwise deteriorated paint surfaces and clean up paint debris. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	
Restrict Access-Lead	Restrict access to rooms or other areas with potential lead contamination.	
Restrict Access-Lead K-3	Restrict access by students in kindergarten through third grade to areas where peeling paint or paint debris is directly accessible.	

# Miscellaneous

Subtype	Correction Action Identified Deficiency	Reference
Animals – Approval	Obtain authorization from site administrator prior to bringing animals onto campus.	<a href="#">BUL-3845</a>
Animals – Care	House and care for all caged animals in a humane, clean, and safe manner.	<a href="#">BUL-3845</a>
LAUSD Required Postings	Ensure LAUSD Regulatory Notices Posters are displayed in a conspicuous area and accessible to employees. Contact the Office of Risk Management and Insurance Services at (213) 241-3139 for assistance.	<a href="#">BUL-4991.13</a>
No Corrective Action	No corrective actions are required as a result of this inspection.	

## Off-site Risks

Subtype	Correction Action Identified Deficiency	Reference
Abandoned Vehicle	An off-site survey identified an abandoned vehicle that may pose a significant risk to school occupants. Confer with appropriate regulatory agencies to assess and/or mitigate potential risk.	
Air Emission Source	An industrial air emission source has been identified in proximity to the school which may pose a significant health or safety risk to school occupants. Report all air pollution complaints to OEHS at (213) 241-3199 and South Coast Air Quality Management District (SCAQMD) at (800) 288- 7664. Maintain log of air pollution complaints pursuant to OEHS Safety Alert No. 03-02.	<a href="#">OEHS Safety Alert No. 03-02</a>
Airport or Transportation Corridor	An off-site survey identified an airport or other major transportation corridor (i.e., freeways) in close proximity to site.	
High Risk Facility	Off-site survey identified one or more industrial facilities in close proximity to site.	<a href="#">Board Resolution on "High Risk Facilities"</a>
Homeless Encampments	A homeless encampment is within 500 feet of the school or on the Safe Passage route for students, parents, or staff. Ensure that students and staff are not in direct contact with encampment. Contact Local District Operations regarding the homeless encampment and call 911 if there is an immediate danger to students or staff.	
Multi-Story Building	Off-site survey identified one or more multi-story buildings adjacent to your site. Ensure emergency supplies, assembly area and evacuation routes are located a safe distance (1.5 times the height of the building) from multi-story buildings whenever feasible.	
Off Site Noise	Off-site survey identified potential noise sources in close proximity to site.	

## Off-site Risks

Subtype	Correction Action Identified Deficiency	Reference
Pipeline	Off-site survey identified one or more high pressure or petroleum pipelines in close proximity to site.	
Power Line	Off-site survey identified one or more high power transmission lines in close proximity to site.	
Railway Line	Off-site survey identified a railway line in close proximity to site.	
Sidewalk/Curb	Off-site survey identified deteriorated sidewalk/curb in public walkway that may pose a trip and fall hazard to school occupants. Contact the appropriate city or county public works agency to request repair.	
Trash/Debris	Off-site survey identified trash/debris or other material including dead animals that may pose a significant health or safety risk to school occupants. Contact the appropriate city or county department to request removal.	
Unlawful Activity	Off-site survey identified unlawful activity adjacent to school (drug or liquor sales, gang activity, street vending, loitering, etc.). Notify the appropriate law enforcement agency.	<a href="#">BUL-4994.0</a>

# Pest Management

Subtype	Correction Action Identified Deficiency	Reference
Approved Pesticides List	Post a current copy of the District’s Approved Pesticide Products List in the main office.	<a href="#">CEC § 17612</a> ; <a href="#">BUL-4570</a> ; LAUSD IPM Policy
Bird Nesting	Mitigate bird droppings and nesting issues. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">LAUSD Integrated Pest Management Program</a>
Dead Bird	Handle dead birds on campus in accordance with Safety Alert No. 04-07 “West Nile Virus Precautions.” For assistance, contact OEHS at (213) 241- 3199.	<a href="#">OEHS Safety Alert No. 04-07</a>
Fly Control	Provide air curtains, fly fans and/or self-closing screen doors for all cafeteria doors opening to the outside. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	CURFFL 114030; FDA Food Establishment Plan Review Guide
Fly Fans On	Ensure air curtains and fly fans are turned on during food preparation and service.	
Food Storage	Ensure food is stored in sealed, vermin-proof containers.	
Insects	Mitigate insect infestation (e.g., ants, cockroaches, termites). If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">LAUSD Integrated Pest Management Program</a>
IPM Awareness	Ensure all staff are familiar with the Integrated Pest Management (IPM) Policy and Program.	<a href="#">CEC § 17610</a> ; <a href="#">BUL-4570</a> ; LAUSD IPM Program

# Pest Management

Subtype	Correction Action Identified Deficiency	Reference
Notification	Ensure all parents and staff have received a copy of the Annual Pesticide Use Notification and the Approved Pesticide List of products that may be used during the school year. Maintain a current list of parents/guardians that have requested a 72-hour advance notification.	<a href="#">CEC § 17612</a> ; <a href="#">BUL-4570</a> ; LAUSD IPM Policy
Pesticide Application	Ensure pesticides used on campus are on the District's Approved Pesticide Products List and are applied only by a District Pest Management Technician.	<a href="#">CEC § 17612</a>
Record Keeping	Maintain records for the past four years of pesticides used at the site.	<a href="#">LAUSD Integrated Pest Management Program</a> ; <a href="#">CEC § 17611</a>
Rodents	Mitigate rodent infestation. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">LAUSD Integrated Pest Management Program</a>
Standing Water	Remove all sources of stagnant or standing water on campus to prevent mosquito breeding. If necessary, submit a service request to the <a href="#">Maintenance and Operations Maximo Kiosk</a> at <a href="https://facapps.lausd.net/mwkiosk">https://facapps.lausd.net/mwkiosk</a> .	<a href="#">OEHS Safety Alert No. 04-07</a>
Warning Signs - IPM	Ensure warning signs are posted at least 24 hours prior to pesticide application and remain posted for 72 hours after application.	<a href="#">CEC § 17612</a>

# Traffic and Pedestrian Safety

Subtype	Correction Action Identified Deficiency	Reference
Crosswalks	Ensure students and staff are instructed to cross only at intersections and marked crosswalks.	
Designated Drop Off Points	Ensure student drop-off and pick-up points are designated and supervised as required by Integrated Safe School Plan.	<a href="#">Integrated Safe School Plan</a>
Enforcement	Request assistance from School Police and/or local law enforcement for traffic and parking enforcement as necessary to ensure student safety during drop-off and pick-up times.	<a href="#">Integrated Safe School Plan</a>
Escort Vehicles	Ensure all authorized vehicles driving on campus (except in designated parking areas) are escorted.	LAUSD Specifications
Loading Zones	Provide separate designated areas for school bus and passenger vehicle loading and unloading zones. Contact OEHS Traffic Safety at (213) 241- 3199 to request assistance in determining designated loading zones and changes to parking signage.	<a href="#">REF-1242</a> ; <a href="#">REF- 1404.4</a> ; <a href="#">Integrated Safe School Plan</a>
Parking on Campus	Prohibit vehicle parking on school grounds, except in designated parking areas.	
Safety Evaluation	Contact OEHS Traffic Safety at (213) 241-3199 to request evaluation of traffic safety issues, signage, training, crossing guards or for assistance with Pedestrian Routes to School.	
Safety Valet Program	Implement, if feasible, a Safety Valet Program to improve the safety of students who are dropped off for school and provide a more fluid movement of vehicular traffic. Contact OEHS Traffic Safety at (213) 241- 3199 to coordinate program procedures and requirements.	
Traffic Education	Provide students, parents and employees with traffic and pedestrian safety brochures, bicycle and bus safety rules, information on pedestrian routes to and from school, student drop-off/pick-up procedures, child safety seats, and seat belt/car safety information. For assistance, contact OEHS at (213) 241-3199.	