

# WATER INCURSION PREVENTATIVE MAINTENANCE INSPECTION FORM

**SCHOOL/BUILDING**

**INSPECTOR(S)**

**DATE**

<b>PLUMBING</b>	<b>Visual Signs of Water Stains</b>	<b>Visual Signs of Mold</b>
	<b>Yes/No</b>	<b>Yes/No</b>
Pipe Chases/Plumbing Closets		
Water Fountains		
Sinks/Water Basins		
Floor Drains		
Areas in Need of Attention	_____	
Response:	_____	

<b>ROOFS</b>	<b>Okay</b>	<b>Needs Attention</b>
Drain Receiver Open		
Screens in Place		
Flashing Intact		
Signs of Potential Pooling Water		
Areas in Need of Attention:	_____	
Response:	_____	

<b>ROOF DRAINAGE</b>	<b>Okay</b>	<b>Needs Attention</b>
Drains Discharge Open & Free of Obstruction		
Drains Discharge Diverted Away from Building		
Grade Around Building Pitches Away from Building		
Areas in Need of Attention:	_____	
Response:	_____	

# WATER INCURSION PREVENTATIVE MAINTENANCE INSPECTION FORM

WATER STAINS	Visual Signs of Water Stains Yes/No	Visual Signs of Mold Yes/No	Surface Material Affected
Hallways/Common Areas			
Classrooms			
Gyms			
Locker Rooms			
Restrooms			
Offices			
Mechanical Rooms			
Areas in Need of Attention:	_____		
Response:	_____		

TUNNELS/CRAWLSPACES	Okay	Needs Attention
Water Present		
Airflow into Tunnel		
Penetrations to Classroom Sealed		
Visual Signs of Mold		
Areas in Need of Attention:	_____	
Response:	_____	

INSULATION	Okay	Needs Attention
All A/C Pipes & Ducts Insulated		
Outside Air Ducts Insulated		
Signs of Water Damage on Insulation		
Signs of Mold on Insulation		
Areas in Need of Attention:	_____	
Response:	_____	

<b>RESPONSE:</b>	1 - No Action Required 2 - Above Items Addressed In House, No Further Action 3 - Additional Monitoring Required Prior to Addressing 4 - IAQ Coordinator Contacted For Outside Contractor/Consultant Response
------------------	---