

Building Conditions assessment Eskom Real Estate (ERE)

SUBJECT: SHEQ Building Assessment: [REDACTED] Regional Offices

1. PURPOSE

- 1.1. To identify fire safety issues
- 1.2. To give assurance on the safety of the building and to obtain information to assist in future decision making regarding the future occupation of the building.
- 1.3. To review all the relevant documentation e.g. emergency plans, electrical safety documents etc.
- 1.4. To understand the current projects underway to address identified risks.
- 1.5. All other aspects of safety shall be reviewed during the assessment e.g. structural issues, housekeeping, signage issues etc.
- 1.6. Building Occupancy Certificates would also be reviewed.

2. BACKGROUND

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Building Layout (Supplier to provide their building plan)

- 2.6 7 lifts in the building (A to E, the goods lift and the kitchen lift).
- 2.7 OTIS is working on lifts B,C and D.
- 2.8 Lifts A and E are operational.
- 2.9 Lift A goes from Ground level to the 16th floor.
- 2.10 Goods lift goes from Basement 5 to the 16th floor.
- 2.11 The building is made of 18 floors. Ground to 16 corporate offices. 17th floor gym.

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18th floor motor room.

- 2.12 The building is equipped with a PA system, which is not tested regularly but was last tested approximately 3 months back [REDACTED]
- 2.13 The system cannot be isolated, announcements go out to the entire building when made.
- 2.14 The PA is managed by the OU's CAD team
- 2.15 Approximately 400 staff are accommodated in the building. No official records are available on the estimated numbers of staff in the building at any given point.

3. DISCUSSION

3.1 The following high-risk areas were identified during the preliminary discussions

- 3.1.1. Electrical works from substation to the motor room (floor 18). Substation maintained by Distribution (Dx).
- 3.1.2. Numerous Water pressure in the building is low.
- 3.1.3. The building has a high rate of blockages.
- 3.1.4. Eroded pipes in the building, tests have been carried out for a second opinion.
- 3.1.5. The building has no fire pumps as it only uses gravity based pumps which do not produce much pressure.
- 3.1.6. Basement 1 is partially fire-sprinkler protected
- 3.1.7. The remainder of the building is not sprinkler protected.
- 3.1.8. No emergency evacuation drill has been carried out in the building in the past 12 months. No record or recollection of when the last drill was carried out.

4. FINDINGS/ OBSERVATIONS

4.1. The findings and observations of the building assessment are recorded below under the following categories:

4.1.1. Fire detection

Observation/ Finding	Recommendation/ Comments
1. Fire detection and response equipment is due for servicing in [REDACTED].	Fire consultant indicated this was in line with the scheduled service due in the coming month.
2. Fire detection system cabling needs to be	Recommendation of the Fire Contractor.

upgraded to PH120	
3. No emergency lights were fitted in most of the building to alert People living with Disabilities (PWD) of an emergency.	Emergency lights to be installed throughout the building, including the basements and the gym. These lights are to be placed in strategic areas where they will be seen in cases of emergency.
4. Current alarm system is older than 15 years and may be poorly audible and faulty.	The testing of all fire /emergency response equipment is to be scheduled and results should determine whether there is a need to commission a project to upgrade the alarm and audio system.
5. Emergency notification telephones were not operational in the building. In the absence of these phones there is no other means to inform the control room /ERE of an emergency.	- The testing of equipment should form part of routine maintenance activities to ensure early detection of faulty equipment. The phones should be fixed as a matter of urgency. - A manual explaining how the emergency phones should be used needs to be developed and kept close to the phone.
6. The following infrastructure is linked to the fire panel: - Sprinkler - Air-conditioner System - Emergency phones - Fire Detection system However the phones are not connected to UPS.	Key infrastructure to be linked to the UPS should be identified and linked accordingly.
7. Sprinkler ACV's Water pressure was at 400KpA and should ideally be 800KpA, need a fire pump.	- A fire pump needs to be installed to increase the pressure of the water. - A cage should be installed to prevent unauthorized tampering. - A camera needs to be installed in the

	driveway to deter unauthorised tampering. See appendix A
8. All 16 floors in the building have no sprinklers.	A review of the feasibility of installing sprinklers in the building needs to be carried out.
9. Absence of/ no evidence of testing of fire detection equipment in the retail stores.	• Computer Shop: a fire detector was seen however no evidence of its testing was available. Flammable electrical equipment was kept in the store-room. • Salon: A fire detector was seen in the hair salon however no evidence of its testing was available. The salon housed highly flammable hair extensions and chemicals. • Florist: Polystyrene boards, mattresses, dried out flowers and other highly flammable material was identified in the Florists store room. No fire detection equipment was identified. • Fish & Chips Store: • Furniture Store: The earth wire was pulled out of the geyser to and connected to another wire without the use of 'proper' material. This is a fire risk. See appendix B
10. The cabling used in the building is not fire resistant beyond 20 minutes.	Fire contractor to assess the need and cost implication of re-cabling the building with more durable material.

4.1.2. Electrical

Observation/ Finding	Recommendation/ Comments
1. No emergency light testing schedule was provided.	FMS needs to develop a testing schedule for all emergency equipment, including lights.
2. A number of fire breakers were found to not be sealed.	Sealing of all fire breakers.
3. DB board numbering not clear.	- The main DB board does not have switch labels and as such it is not possible to identify which switch belongs to what function on the DB board. - FMS needs to ensure that all DB Boards within the building are numbered officially for record keeping. See appendix C
4. Electrical plugs and light switches not numbered.	Serial numbers to be assigned to all electrical appliances in the building.
5. Wooden covers/frames on DB boards not compliant with standards and pose a fire risk.	Wooden covers to be replaced with steel covers.
6. Main switched were found to not be locked throughout the building.	All main switches are to be locked.
7. Poor demarcation of no parking zones. As such cars were parked in front of the main DB boards which were feeding from the substation.	Parking areas ned to be clearly marked indicating safe and unsafe zones to ensure the safety of staff and assets. See appendix D

4.1.3. Housekeeping

Observation/ Finding	Recommendation/ Comments
1. No signage in key parts of the building e.g. evacuation routes, fire equipment, ladies change rooms.	Signage to be installed in all critical areas where it is required. See appendix D
2. On floors 2 and 7 glass fire doors were identified this could make the fire doors ineffective.	Resistance tests need to be carried out to determine the suitability of glass fire doors.
3. Fire extinguishers were identified in the staircases, these are not appropriately placed.	Fire extinguishers placed in the staircases to be removed. See appendix E
4. Retail area extinguishers servicing has expired.	The servicing of the fire extinguishers to be prioritised. See appendix E
5. A high number of empty breakable-glass boxes were noted throughout the building. This was mainly where doors were previously locked and needed to be broken during emergencies.	Management to remove these. See appendix F
6. Security cameras were not working in the building.	Management need to liaise with Eskom Security regarding the activation and upgrading of the security surveillance systems.
7. Water tanks were not labelled to indicate carrying capacity and the purpose of the water e.g. potable vs ablution facilities.	Management to ensure that all tanks are appropriately labelled.
8. Poor housekeeping in the building generally as furniture and old electrical equipment is dumped in corners and stack all around the building.	Management needs to focus of addressing poor housekeeping issues as easy wins. Identify a churn area for old furniture to be stored prior to disposal. Management needs to ensure the prompt disposal of old furniture. See appendix G

5. STATUS OF FINDINGS

The report, titled [REDACTED] Report, listed findings relating to facilities and equipment needing repairs to bring the [REDACTED] Offices to its original condition in order to maintain it efficiently. The table below indicates the status of the findings based on the assessment carried out on [REDACTED].

Legend

Closed	
Open	
Cannot Confirm	

Defect Description		Status (Closed/ Open/ Not Reviewed(NR))
Building Defects		
1.	19 TH Floor – rejuvenate waterproofing.	Closed
2.	18 th Floor – Remediate damp and repaint walls 25m ²	
3.	18 th Floor – Room – General view – Service blinds, replace carpets 18m ² , replace door and replace window pane 1m ²	
4.	18 th Floor – Dining Room – replace 2x window locks	
5.	18 th Floor – Dining Room – replace 8x cracked window panes	
6.	18 th Floor – Room – remediate damp and repaint walls 30m ²	
7.	16 th Floor – Patch and repaint ceiling 110m ²	
8.	16 th Floor – Boardroom – general view – repaint walls 90m ² and service 4m of blinds	
9.	16 th Floor – Ladies toilets – remediate damp and repaint walls 90m ²	
10.	15 th Floor – Kitchen – General view – Repaint walls 40m ²	
11.	15 th Floor – Offices 1501- 1517 – Service blinds 2m	
12.	15 th Floor – Boardroom – General view – Repaint walls 70m ²	
13.	16 th Floor – Storeroom – remediate damp and repaint walls	
14.	15 th Floor – Office – Replace carpets 24m ²	
15.	15 th Floor – Office – remediate damp and repaint walls 30m ²	
16.	15 th Floor - Gents toilets – replace 3x wall tiles	
17.	14 th Floor – Office 1401 – replace 10x ceiling tiles	
18.	14 th Floor – Offices – remediate damp and repaint walls 50m ²	
19.	14 th Floor – Kitchen – replace cabinetry 4m	
20.	14 th Floor – Offices – Replace carpets 39m ²	
21.	14 th Floor – Gents toilets – replace door	
22.	14 th Floor – Gents toilets – remediate damp and repaint walls	
23.	13 th Floor – Replace cracked window pane 500 x 1.2m	
24.	13 th Floor – Patch and repaint walls 50m ²	
25.	13 th Floor – Service blinds 2m	
26.	13 th Floor – Remediate damp and repaint walls 50m ²	
27.	13 th Floor – Remediate damp and repaint walls 30m ²	
28.	12 th Floor – Kitchen – replace cabinetry 5m	
29.	12 th Floor – Blinds to be serviced	
30.	12 th Floor – Remediate damp and repaint walls 20m ²	
31.	12 th Floor – Replace carpets 68m ²	
32.	12 th Floor – Ladies toilets - remediate damp and repaint walls 40m ²	
33.	12 th Floor – Ladies toilets - remediate damp and repaint walls 40m ²	
34.	12 th Floor – Replace floor tile	
35.	12 th Floor – Remediate damp and repaint walls	

36.	11 th Floor – Kitchen – replace cabinetry 3m	
37.	11 th Floor – Remediate damp and repaint walls	
38.	11 th Floor – Structural engineer to inspect bulk filer	
39.	11 th Floor – Remediate damp and repaint walls 2m	
40.	11 th Floor – Service blinds 9m	
41.	10 th Floor – Kitchen – Patch and repaint walls 20m ²	
42.	10 th Floor – Office 1004 – service blinds 3m	
43.	10 th Floor – Ladies toilets – remediate damp and repaint walls 15m ²	
44.	10 th Floor – Ladies toilets – replace cracked window pane	
45.	9 th Floor – Kitchen – Replace cabinetry 4m	
46.	9 th Floor – Structural engineer to certify bulk filer	
47.	9 th Floor – Room 904 - replace carpets 35m ²	
48.	9 th Floor – Room 904 – Patch and repaint walls 75m ²	
49.	9 th Floor – Room 917 – Replaster ceiling 16m ²	
50.	9 th Floor – Gents toilets – remediate damp and repaint walls 15m ²	
51.	8 th Floor – Patch and repaint wall 30m ²	
52.	8 th Floor – Service blinds 11m	
53.	Female toilets – Remediate damp and paint ceiling 15m ²	
54.	8 th Floor – Room 819, repaint walls 25m ²	
55.	Plant Room – Repaint walls 65m ²	
56.	8 th Floor – Replace door	
57.	8 th Floor – Replace x4 tiles	
58.	8 th Floor – Room 805 – repaint wall 50m ²	
59.	Gents toilets – No paraplegic facilities	
60.	Female toilets – General view and repaint wall 60m ²	
61.	Female toilets – Install paraplegic toilet signage	
62.	Ladies toilets – Remediate damp and repaint wall 50m ² in room 848	
63.	7 th Floor – Service blinds 6m	
64.	7 th Floor – Repaint wall 70m ²	
65.	Gents toilets – Replace carpets 84m ² in room 747	
66.	Passage – Repaint walls 50m ² in room 749	
67.	Passage – Repaint walls 60m ² in room 702	
68.	Kitchen – Replace cabinetry 3m	
69.	Kitchen – Repaint wall 20m ²	
70.	7 th Floor – Repaint wall 50m ² in room 712	
71.	7 th Floor – Repaint wall 50m ² in room 719	
72.	7 th Floor – Replace carpets in lift lobby 20m ²	
73.	5 th Floor – Service blinds x6	
74.	5 th Floor – Replace cracked window 500 x 1560	
75.	5 th Floor – Replace x8 ceiling Tiles	
76.	Kitchen – Replace cabinetry internal and repaint wall 65m ²	
77.	Kitchen – Replace cover plate	
78.	Room 517 – Repaint wall 110m ²	
79.	4 th Floor – Service blind 21m	
80.	4 th Floor – Repaint wall 125m ²	
81.	4 th Floor – Replace carpets 55m ²	
82.	4 th Floor – Repaint wall 160m ² and structural engineer to certify bulk file	
83.	Passage – Replace carpets 4m ²	
84.	Passage – Repaint walls 175m ² in room E04	
85.	Passage – Replace carpets 80m ² in room E04	
86.	Kitchen – Replace cabinetry 3m	
87.	Kitchen – Replace carpets 26m ²	
88.	Gents toilets – Remediate damp and repaint 18m ²	

89.	Gents toilets – Fix window lock	
90.	4th Floor – Replace x1 cracked window	
91.	4th Floor – Replace carpets 164m ² in open office	
92.	3rd Floor – Service blinds	
93.	3rd Floor – Install cover plate	
94.	Gents toilets – Replace ceiling 18m ²	
95.	Room 334 – Replace x10 ceiling tiles	
96.	Room 306 – General view and replace wooden floor tiles 25m ²	
97.	Room 306 – Replace broken door	
98.	Room 330 – Repaint walls 80m ²	
99.	Kitchen – Repaint wall 20m ²	
100.	Ladies toilets – Remediate damp and repaint 15m ²	
101.	3rd Floor – Repaint wall 120m ²	
102.	Room 321 – Replace carpets 75m ²	
103.	2nd Floor – Service blinds 20m	
104.	2nd Floor – Replace skirting 1m	
105.	2nd Floor – Bulk filler, Structural engineer certificate	
106.	2nd Floor – Secure ceiling tiles room 207	
107.	2nd Floor – Replace wall trim 2m x 2m	
108.	2nd Floor – Replace carpets 42m ² , Room 224	
109.	2nd Floor – Replace carpets 65m ² , Room 223	
110.	2nd Floor – Replace cracked glass 500 x 1500	
111.	2nd Floor – Male toilets, Damp in walls and ceiling repaint 18m ²	
112.	2nd Floor – Female toilets, damp in walls & ceiling repaint 18m ²	
113.	2nd Floor – Replace cracked glass, Room 213	
114.	2nd Floor – Replace carpets 15m ² , Room 212	
115.	Call Centre – Replace ceiling tiles	
116.	Call Centre - Replace carpets 480m ²	
117.	1st Floor – Service blinds x15m	
118.	1st Floor – Remediate damp & repaint 50m ² , Room 172	
119.	1st Floor – Remediate damp & repaint 50m ² , Room 171	
120.	1st Floor – Replace carpets 18m ² , Room 180	
121.	1st Floor – Male toilets – Patch hole in ceiling x2	
122.	1st Floor – Female toilets – Replace 2x cover plates	
123.	1st Floor – Kitchen – Repaint walls 50m ²	
124.	1st Floor – Kitchen – Replace cracked glass x2	
125.	1st Floor – 2x Strong doors install vent	
126.	1st Floor – Install cover plate evacuation door	
127.	1st Floor – Carpets to be replaced 45m ²	
128.	1st Floor – Ceiling tiles to be replaced x10	
129.	6th Floor – Skirting to be replaced 11m	
130.	6th Floor – Patch hole in wall	
131.	6th Floor – Spalling on external wall, structural engineer to advise	
132.	6th Floor – Room 623 – Replace broken window	
133.	6th Floor – Repaint wall 40m ²	
134.	6th Floor – Service blinds x2	
135.	6th Floor – Seal window	
136.	6th Floor – Repaint walls 40m ²	
137.	6th Floor – Male toilets , Repaint wall 40m ²	
138.	6th Floor - Bulk fillers, Structural engineer certificate to be issued	
139.	Ground floor – Replace carpets 14m ²	
140.	Ground floor – Male toilets – replace glass 1m x 2m	
141.	Ground floor – Remediate damp & repaint walls 25m ²	

142.	Ground floor – Major damp in office, remediate damp and paint 16m ²	
143.	Ground floor – replace cabinetry 3m	
144.	Ground floor – Replace carpets 90m ²	
145.	Ground floor – Replace plaster board 9m ²	
146.	Ground floor – Processing – secure ceiling supports 8m ²	
147.	Ground floor – Processing – replace carpets 160m ²	
148.	Ground floor – Processing – remediate damp & paint 90m ²	
149.	Ground floor – Replace plaster board 6m ²	
150.	Ground floor – Remediate damp and repaint 15m ²	
151.	Store room – Repaint walls 80m ²	
152.	Store room – Replace sink & cabinetry	
153.	Cleaners change room – Upgrade area, Replace carpets, Paint walls, clean vents 60m ²	
154.	Male change rooms – Replace 2x doors	
155.	Finance store room – Structural engineer to certify bulk filler	
156.	South store room – Repaint walls 120m ²	
157.	South store room – Replace carpets 130m ²	
158.	West training store room – Install 2x cover plates	
159.	Basement 2 South – Replace cabinetry	
160.	Basement 2 South – Major damp, Remediate & paint 16m ²	
161.	Basement 2 Security room – Repaint walls 45m ²	
162.	Pump room – Repaint room 50m ²	
163.	Basement 3 – Remediate damp & repaint 90m ²	
164.	Basement 3 – Repaint walls in store room 20m ²	
165.	Basement 4 – Replace wooden panel, AC store room 2m ²	
166.	Basement 4 – Repaint wall 65m ²	
167.	1.202 Basement 4 – Repaint walls 80m ²	
168.	1.203 Basement 4 – Repaint flooring 90m ²	
169.	1.204 Basement 5 – Store room to be cleaned out	
170.	1.206 Basement 5 – Waterproof & paint 40m ²	
171.	1.207 External – Patch & repaint fascia board 530m ²	
172.	1.208 Repaint walls 150m ²	
173.	1.209 Shop 124 A – Repaint walls 120m ²	
174.	1.210 External – Replace glass pain 2m x 2m	
175.	1.211 External – Replace 3x glass panes 4m ²	
176.	1.212 External – Replace wall granite	
177.	1.214 14 th Floor – Install cover plate	
Plumbing Defects		
178.	Roof – Domestic water tanks to be serviced	
179.	Roof – Water tanks for toilets to be serviced	
180.	18 th Floor - Kitchen – Replace sink	
181.	18 th Floor – Room – Clean out all drains	
182.	18 th Floor – Toilets – Upgrade facilities 25m ²	
183.	17 th Floor – Ladies change room – Upgrade facilities 42m ²	
184.	17 th Floor – Gents change room – Upgrade facilities 30m ²	
185.	17 th Floor – Ladies toilets – Upgrade facilities 15m ²	
186.	14 th Floor – Gents toilets – 2x toilets, 1x basin and 1x urinal – Replace door	
187.	8 th Floor – Install tap handle	
188.	Gents toilets – x1 Basin, x2 toilets and x1 urinal which needs to be replaced	
189.	Ladies toilets – x1 Bin, x1 basin and install x2 toilets	
190.	Ladies toilets – x2 toilets, x1 basin and replace toilet seat	
191.	Ladies toilets – x2 Toilets, x1 basin and install x1 bin	
192.	Ladies toilets – x1 Basin, x2 toilets and install bins	

193.	6th Floor – kitchen - Leaking tap	
194.	6th Floor – kitchen - Disconnected geyser, make safe	
195.	Ground floor – Incorrect Paraplegic facilities, 1x Urinal	
196.	Ground floor – Male toilets – Upgrade 6m ²	
197.	Ground floor – Paraplegic toilet, 1x shower, 1x basin, 1x toilet, Replace seat	
198.	Basement -1 east side – Replace basin	
199.	Electrical shop – 7.5 litre hydroboil1500kw, No drip tray	
200.	Basement 5 – Sump pump for drain water to be serviced	
201.	Basement 5 – Replace plumbing 8m liner	
202.	F 12613 – Pump f or water to drain pipe to be serviced	
Electrical Defects		
203.	18th Floor – Control panel f or pumps to be serviced and issue COC	
204.	18th Floor – DB – Fallen circuit breakers, dust in panel, update legends and labels, upgrade board and issue COC	
205.	18th Floor – Replace plug point switch	
206.	18th Floor – Illegal entry into plug to be rectified	
207.	18th Floor – Dining Room – Secure switch	
208.	18th Floor – Room – Switchgear – Issue COC	
209.	17th Floor – Gym – DB –Upgrade board and issue COC Last serviced: 17/07/2015	
210.	17th Floor – Gym – Replace control panel and issue COC	
211.	17th Floor – Gym – DB – 60 AMP main – Upgrade board and issue COC	
212.	17th Floor – Plant Room – Replace 2x light fittings	
213.	17th Floor – Plant Room – DB – Service board and issue COC	
214.	17th Floor – Passage Tidy cables and make safe	
215.	17th Floor – Passage – DB– Upgrade board and issue COC	
216.	16th Floor – 60 AMP main – Service board and issue COC	
217.	16th Floor – Boardroom – Illegal entry to be rectified	
218.	16th Floor – Passage – 60 AMP main – Upgrade board and issue COC	
219.	15th Floor – Kitchen – Control panel and DB – Issue COC	
220.	15th Floor – Passage – DB – 60 Amp main – Replace board and issue COC	
221.	15th Floor – Boardroom – Tidy cables and f ix skirting 2m	
222.	15th Floor – Boardroom – Illegal entries to be rectified	
223.	16th Floor – DB – 63 AMP main – Replace board and issue COC	
224.	15th Floor – Offices – Illegal entries to be rectified	
225.	15th Floor – Office – Illegal entry to be rectified	
226.	15th Floor – Gents toilets – DB – 63 AMP main – Upgrade board and issue COC	
227.	14th Floor – Kitchen – Control panel – Issue COC	
228.	14th Floor – Liv e wires to be made safe	
229.	14th Floor – DB-14F1 – 63 AMP main – Replace board and issue COC	
230.	14th Floor – Office 1401 – Fix skirting and tidy cables	
231.	14th Floor – Install 2x blank covers	
232.	14th Floor – DB-14F2B – 63 Amp main – Replace board and issue COC	
233.	14th Floor – DB-14F2A – 63 AMP main – replace board and issue COC	
234.	13th Floor – DB-13F1A – Replace board and issue COC	
235.	13th Floor – Tidy cables and f ix skirting	
236.	13th Floor – DB13F2A Replace board and issue COC	
237.	12th Floor – Control panel – Issue COC	
238.	12th Floor – DB-12F1A – Replace board and issue COC	
239.	12th Floor – Fix skirting and tidy cables	
240.	12th Floor – DB-12F2A – Replace board and issue COC	
241.	11th Floor – Control panel – issue COC	
242.	11th Floor – DB-11F1A – Replace board and issue COC	

243.	11 th Floor – Fix trunking lid 2m and tidy cables	
244.	11 th Floor – Replace plug Point	
245.	11 th Floor – DB-11F2A – 63 AMP main – Replace board an issue COC	
246.	10 th Floor – DB-10F1A – 60 AMP main – Upgrade board an issue COC	
247.	10 th Floor – Office 1008 – Replace 14m of skirting and tidy cables	
248.	10 th Floor – Office 1001 – Rectify 2x illegal entries	
249.	10 th Floor – FB10F2A – 60 Amp main – Upgrade board and issue COC	
250.	9 th Floor – Kitchen – Control panel – Service an disuse COC	
251.	9 th Floor – DB-9F1A – 60 Amp main – Upgrade board and issue COC	
252.	9 th Floor – Install trunking	
253.	9 th Floor – Remove disconnected cables	
254.	9 th Floor – Room 904 – Illegal entry to be rectified	
255.	9 th Floor – DB9F2A – 60 Amp main – Upgrade board and issue COC	
256.	8 th Floor – Install blank covers	
257.	8 th Floor – Replace plug	
258.	8 th Floor – illegal entry into trunking	
259.	8 th Floor – DB 8F5A, needs to be upgraded to 60Amp	
260.	Plant Room – ACP.N.S board, issue C.O.C and ACP.E.W boars, issue C.O.C	
261.	8 th Floor – Remove disconnected cables	
262.	8 th Floor – DB 8F1A needs to upgraded to 60Amp	
263.	8 th Floor – DB 8F2A needs to be upgraded to 60Amp	
264.	8 th Floor– ACP.E.W board is of f	
265.	8 th Floor – DB 8F6A needs to be upgraded to 60Amp	
266.	8 th Floor – ACP E-W board is off	
267.	8 th Floor – Redundant f an coil	
268.	8 th Floor – Remove cables from room 850	
269.	7 th Floor – Install x2 plug Covers	
270.	Ladies toilets – Install light cover	
271.	Passage – DB is redundant	
272.	Passage – DB 7F4A needs to be upgraded to 60Amp, no signage, dusty and no legend	
273.	Passage – DB 7F2A, no legend and undersized circuit breaker	
274.	Passage – Install skirting x2m	
275.	Passage – DB 7F1A dusty, no legend and undersized breaker	
276.	7 th floor – Db 7F5A is dusty , no legend, undersized circuit breaker and needs to be upgraded to 60Amp	
277.	7 th Floor – DB 7F3A dusty, missing blanks, no legend, undersized circuit breaker and had no signage	
278.	Ladies toilets – Secure light fitting and make wires safe	
279.	5 th Floor – No access to DB, illegal entry – unable to inspect	
280.	5 th Floor – Replace skirting x 8m	
281.	5 th Floor – Tidy cables	
282.	5 th Floor – Illegal entry into trunking	
283.	5 th Floor – DB 5F6A missing blanks, fallen circuit breaker, dusty and has no legends	
284.	5 th Floor – Service DB, has usable links	
285.	5 th Floor – DB 5F2A, no legends, missing blank, dusty and needs to be upgraded to 60Amp	
286.	5 th Floor – Install blank cover in room 507	
287.	5 th Floor – DB 5F1A is dusty , no legends, no signage and needs to be upgraded to 60Amp	
288.	Kitchen – Service switch gear	
289.	Kitchen – Upgrade DB to 60Amp	
290.	5 th Floor – Remove cables in room 511 and in passage	
291.	5 th Floor – x2 Illegal entry in room	
292.	5 th Floor – Secure light cover	

293.	5th Floor – DB 5F3A, dusty, no legends and upgrade to 60Amp	
294.	5th Floor – DB is switched off	
295.	4th Floor – Replace skirting 15m	
296.	4th Floor – DB 4F3A, No legends, no signage and issue a C.O.C	
297.	4th Floor – DB 4F5A, No signage, no legends and dusty	
298.	Passage – Service switch gear	
299.	Kitchen – DB 4F1A, Dusty, no legend or signage	
300.	Passage – Service DB	
301.	4th Floor – DB 4F6A, dusty, no legends, no signage and no door lock	
302.	4th Floor – Service switch Gear	
303.	3rd Floor – Issue COC	
304.	3rd Floor – Illegal entry x3	
305.	3rd Floor – Illegal entry x3	
306.	3rd Floor – Install blank cover	
307.	3rd Floor – DB 3F6A, Fallen circuit breaker , undersized circuit breaker, no legend and cut panel	
308.	3rd Floor – Tidy cables in room 3339A	
309.	3rd Floor – DB 3F2A needs to be upgraded to 60Amp	
310.	Room 306 – DB 3F1A upgraded to 60Amp	
311.	Kitchen – Service switch Gear	
312.	3rd Floor – DB 3F5A, Dusty , missing blanks and upgrade legend	
313.	3rd Floor – Replace x2 plug point	
314.	3rd Floor – DB needs to be upgraded to 60Amp, no legends, no signage and missing blank	
315.	3rd Floor – Service/Upgrade switch gear	
316.	2nd Floor – DB ZA3 – Issue COC, dust in panel, no legend	
317.	2nd Floor – DB ZA4, Missing blanks, Dust in panel, No signage, no legend	
318.	2nd Floor – Secure plug point	
319.	2nd Floor – Install trunking lid 2m, Open office	
320.	2nd Floor – DB 2B4 – Missing blanks, dust in panel, no legend, & replace signage	
321.	2nd Floor – DB2B3 – Dust in panel, No legend or signage	
322.	2nd Floor – DB2C1 – EL is down, dust in panel, no legend	
323.	2nd Floor – Install blank cover, Room 214	
324.	2nd Floor – DB 2D1 – Missing blanks, dust in panel, No legend, no signage	
325.	2nd Floor – Kitchen – Service switch gear	
326.	2nd Floor – DB 2A2 – Dust in panel, missing blanks, no legends, no signage	
327.	2nd Floor – Remove redundant DB	
328.	2nd Floor – DB 2BS – No legend, holes in board, no signage	
329.	2nd Floor – Call Centre – DB 2A1 – No signage, dust in panel, no legend	
330.	2nd Floor – Call Centre – DB 2A51 – New board, dust in panel, no legends, no signage	
331.	2nd Floor – Call Centre – Illegal entry	
332.	2nd Floor – Call Centre –Install blank cover	
333.	2nd Floor – Call Centre – DB 2B1 – No legend, missing blanks, dust in panel, no signage	
334.	2nd Floor – Call Centre – DB 2B51 – Falling cover, missing blanks, undersized breakers, update legend	
335.	2nd Floor – Call Centre – Illegal entry	
336.	2nd Floor – Call Centre – DB 2B2 – Undersized breaker, dust in panel, update legend, no signage	
337.	2nd Floor – Call Centre – Redundant switch gear with new DB	
338.	2nd Floor – Call Centre – DB 2B5 – Update legend, Missing blanks, holes in Board	
339.	1st Floor – DB1 F9A – 60 AMP Main, no legends, no signage	
340.	1st Floor – Replace skirting 24m	

341.	1st Floor – Illegal entry x12	
342.	1st Floor – Fix plug point	
343.	1st Floor – DB 1F10A – No legend, No signage	
344.	1st Floor – Illegal entry & install trunking lid, Room165	
345.	1st Floor – Install plug cover & make wires safe, Room 161	
346.	1st Floor – DB1 F6A – Dust in panel, no legend, no signage	
347.	1st Floor – DB1 F4A – Dust in panel, no legend	
348.	1st Floor – DB1 F2A – Dust In panel, Flash guards, joints in cables, discoloured cables, no legends	
349.	1st Floor – Room 103 – Plug to be secured	
350.	1st Floor – Room 103 – DB1 F1A – Dust in panel, No legends, broken earth, Leakage	
351.	1st Floor – Kitchen – Remove disconnected cables	
352.	1st Floor – Kitchen – Switch gear	
353.	1st Floor – Cannot Access	
354.	1st Floor – DB1 F7A – no Legends, no Signage, Fallen circuit breaker	
355.	1st Floor – DB1 FA8 – No legends, No signage, evidence of signage	
356.	1st Floor – DB1 F5A – Discoloured cables, Doubling up, No legends, Missing flange, Doubling on neutral, cut panel	
357.	1st Floor – Make wiring safe	
358.	1st Floor – Make wires safe install blank cover	
359.	1st Floor – Replace switch	
360.	6th Floor – DB6 5A – Upgrade board	
361.	6th Floor – Secure plug point	
362.	6th Floor – Switch gear service	
363.	6th Floor – Illegal entry x2	
364.	6th Floor – DB6 F1A – Fallen circuit breaker, upgrade	
365.	6th Floor – Illegal entry x2	
366.	6th Floor – DB6 F2A – Upgrade Board	
367.	6th Floor – Install plug cover	
368.	6th Floor – DB6 F6A – Upgrade board	
369.	6th Floor – DB6 F4A – Upgrade board	
370.	Ground floor – Upgrade board f lash occurred on Circuit breakers	
371.	Ground floor – Upgrade DB	
372.	Ground floor – DB GF1C – Upgrade board	
373.	Ground floor – Control room – Upgrade DB GF1D	
374.	Ground floor – Control room – DB GF1E – Upgrade board	
375.	Ground floor – DB GF1A – Upgrade board	
376.	Ground floor – Upgrade switch gear	
377.	Ground floor – Replace light fitting	
378.	Ground floor – Urgent upgrade required	
379.	Ground floor – Install conduct 2m ²	
380.	Ground floor – Upgrade DB GF3A	
381.	Ground floor – Replace switch gear	
382.	Ground floor – Upgrade board GF 5AA	
383.	Ground floor – DB GF9AD upgrade board	
384.	Ground floor – DB GF5AB – Upgrade board	
385.	Ground floor – install blank cover	
386.	Ground floor – Tidy cables	
387.	Ground floor – Processing – DB GF10AB – Upgrade board	
388.	Ground floor – Processing – Issue COC	
389.	Ground floor – Terminate wires & install blank cover	
390.	Risk board room – Install blank cover	
391.	Basement -1 – East side – Replace light fitting	

392.	Basement -1 – East side – DB SB1A – No legend, dust in panel, fallen circuit breaker, no lock	
393.	Plant room – Control f or heater banks to be serviced	
394.	Plant room – Service main incoming DB	
395.	Male change room – Install 2x Blank covers	
396.	Finance store room Unsafe wiring	
397.	South store room – 4x unsafe wiring	
398.	South store room – Install box cover	
399.	Plant room – DB f or heaters to be serviced	
400.	Plant room – DB service	
401.	Plant room – DBSB 2A – No legends, cut panel, secure cover panel, issue COC	
402.	West training store room – Service DB f or heaters EC 5	
403.	West training store room – Install box cover	
404.	Basement 2 West – DB UP2 – Dust in panel, cut panel, no legends, missing handle	
405.	Basement 2 West – DB UPS2 - Dust in panel, cut panel, no legends, missing handle	
406.	Basement 2 South – Replace light fitting	
407.	Basement 2 South – Upgrade DB, 150 AMP Main, undersized Circuit Breaker	
408.	Basement 2 – No Access, Transformer room(Distribution)	
409.	Basement 2 – 3x Dry transformers & DB to be (Distribution) serviced	
410.	Basement 2 – 5x Transformers & control f or incoming power no access(Distribution)	
411.	Basement 2 – DB SU – Fallen circuit breaker, loose cover panel, No legend & no signage, unsafe	
412.	Basement 2 – Mitsubishi generator to be serviced	
413.	UPS Room – APC UPS, to be serviced MGE Samsung	
414.	UPS Room – DB, No f lash guards	
415.	UPS Room – Remove disconnected cable	
416.	Basement 2 – DB UP1, Dust in panel, Fallen circuit breaker, No legends	
417.	Basement 2 – DB UPT1 - Dust in panel, Fallen circuit breaker, No legends	
418.	Paint shop – DB 5 – Upgrade board	
419.	Paint shop – DB Carpenter, Replace circuit breaker, Install legend	
420.	Electrical shop – Service DB, Replace circuit breaker	
421.	External – Terminate electrical cables	
422.	Food corner zone – DB GF 6AD – Disconnected cables discoloured, no cover panel, f ire hazard, Illegal entry	
423.	Food corner zone – Upgrade board	
424.	F 12613 – DB GF 6AB – No legend cord, dust in panel, Service board	
425.	Shop 12213 – DB, No legend, cut panel, Fallen circuit breaker	
426.	Shop 122A – Install blank covers	
427.	Shop 122A – Upgrade DB GF 4D	
428.	Shop 124A – Illegal connection	
429.	Shop 124A – Tidy cables	
Mechanical Defects		
430.	Roof – Service 2x extract fans	
431.	18 th Floor – Kitchen – Replace extract fan	
432.	18 th Floor – Teckni heat – condenser to be serviced	
433.	17 th Floor – Gym – Replace 3x McQuay mid-wall split Units	
434.	17 th Floor – Replace lift	
435.	17 th Floor – Plant Room – Service 4x McQuay and 1x Samsung condenser units. Recommended additional extraction be installed	
436.	17 th Floor – Plant Room - Fix 1x and clean 3x door grills	
437.	16 th Floor – Kitchen – Service 2x extract fans	

438.	16 th Floor – Boardroom – Service 3x Samsung ceiling cassette units	
439.	16 th Floor – Passage - Service 2x lifts	
440.	16 th Floor – Passage – Service goods lift	
441.	15 th Floor – Kitchen - Service condenser unit	
442.	15 th Floor – Office 1501 – 1517 – Service 6x York console units	
443.	16 th Floor – Replace York window unit	
444.	15 th Floor – Passage – replace vent grill	
445.	14 th Floor – Kitchen - Service Alliance condenser unit	
446.	14 th Floor – Kitchen - Service extract fan	
447.	14 th Floor – Kitchen – Fix door grill	
448.	14 th Floor – Office 1401 – Service York console unit	
449.	13 th Floor – Offices - Service 5x console units	
450.	13 th Floor – Install missing discharge grill	
451.	13 th Floor – Install door grill and service extract fan -13 th Floor – Install door grill and service extract fan -	
452.	12 th Floor – Offices - Service 6x York console units	
453.	11 th Floor – Replace Panasonic console unit	
454.	11 th Floor – Service 14x York console units	
455.	10 th Floor – kitchen – Install door grill	
456.	10 th Floor – Offices – Service 14x York console units	
457.	9 th Floor – Offices – Service 9x York console units	
458.	8 th Floor – Service York x19 wall console unit	
459.	Plant Room – Redundant water cooling tower	
460.	Plant Room – x2 Redundant circulating fan	
461.	8 th Floor – x2 Redundant circulating fan	
462.	8 th Floor – Redundant cooling tower	
463.	8 th Floor – Redundant fan	
464.	8 th Floor – Redundant heater banks	
465.	8 th Floor – Service York x19 wall console unit	
466.	7 th Floor – Service Samsung mid-wall split unit	
467.	7 th Floor – Fix Fischer cassette unit	
468.	7 th Floor – Redundant DB, circulation fan and motor	
469.	Gents Fan – Service extraction fan	
470.	Passage – Secure grill	
471.	Ladies toilets – Service extraction fan	
472.	5 th Floor – Repair Carrier under ceiling units	
473.	5 th Floor – Service York x18 wall console unit	
474.	5 th Floor – Install 9 000 BTU air conditioner in server room	
475.	5 th Floor – Service fan in Evac route	
476.	Ladies toilets – Service extraction fan	
477.	Room 517 – Clean discharge vents	
478.	4 th Floor – Service York x27 wall console unit	
479.	3 rd Floor – Replace York wall console unit	
480.	3 rd Floor – service x2 Daikin mid-wall split units	
481.	3 rd Floor – Remove x2 window console unit	
482.	Room 321 – Service Carrier under ceiling unit	
483.	2 nd Floor – Service Samsung mid-wall x25	
484.	2 nd Floor – Discharge vents in off ice	
485.	2 nd Floor – Install door grill 227,228	
486.	2 nd Floor – Service Daikin mid-wall split, Room 213	
487.	2 nd Floor – Call Centre –Service TCL Mid-wall split	
488.	1 st Floor – Replace York wall console x36	
489.	1 st Floor – Room 103 – Samsung mid-wall split	

490.	1 st Floor – Room 103 – Under ceiling Eco Air to be replaced	
491.	6 th Floor – Service York x23	
492.	Ground floor – 3x Samsung cassette units & York cassette units to be serviced	
493.	Ground floor – Service LG mid-wall split	
494.	Ground floor – Service Samsung mid-wall split	
495.	Ground floor – Control panel – 3x Daikin mid-wall split to be serviced	
496.	Ground floor – Replace York wall console	
497.	Ground floor – Service York under ceiling x3	
498.	Ground floor – Processing– Service extract fans	
499.	Ground floor – Processing – Service 3x Daikin cassette	
500.	Ground floor – Service condensers x10	
501.	Risk board room – Service Dunham bush cassette unit	
502.	Store room – Service discharge vents	
503.	Plant room – Clean all filters	
504.	Plant rooms – 2x Service circulation fans	
505.	Plant room – Service filters & heater	
506.	Male change room – Clean all vents	
507.	South store room – Service extract fans	
508.	Plant room – Circulating fan W.I.P	
509.	Plant room – All filters to be cleaned / Replaced	
510.	Basement 2 west – Circulating fan for basement not working	
511.	Basement 2 west – Service 2x circulating fans	
512.	Basement security room - Service Daikin mid-wall	
513.	Pump room – 2x Water pumps, 1x English electric, 1x 21- Jan 2009	
514.	Basement 2 – 4x Circulation fans, Service timer out	
515.	Paint shop – Service air Compressor	
516.	Paint shop – Service extract fan	
517.	Basement 5 – Service 2x Motors	
518.	Shop 124A – 2x Service motors & roller shutter door	
	Health and Safety	
519.	Roof – Install safety rail around roof	
520.	18 th Floor – 2kg CO ² - replace signage	
521.	18 th Floor – Passage - Hydrant and hose reel – replace hose and signage – No water	
522.	18 th Floor – Room – 4.5kg STP – Replace signage	
523.	18 th Floor – Passage – Unsafe wiring in emergency phone to be addressed	
524.	17 th Floor – Passage – 2kg CO ² - Replace signage	
525.	17 th Floor – Gym – 4.5kg STP – Replace signage	
526.	17 th Floor – Gym – Make room compliant 16m ²	
527.	17 th Floor – Gym – Evacuation door with key box – Replace signage and mechanism	
528.	17 th Floor – Passage – Hose reel tapped off hydrant – Replace hose and signage	
529.	16 th Floor – Passage – Evacuation door with key box to be replaced	
530.	16 th Floor – Passage – 4x 2kg CO ² and 3x 4.5kg STP – Replace signage	
531.	16 th Floor – Passage – Reverse evacuation doors	
532.	16 th Floor – Passage – Hose reel and hydrant – Replace hose and signage – No water	
533.	16 th Floor – Passage – Inter-leading evacuation doors – Install signage	
534.	15 th Floor – Passage – 3x 2kg CO ² and 2x 4.5kg STP – Replace signage	
535.	15 th Floor – Passage – Hose reel and hydrant – No water and replace signage	
536.	15 th Floor – Passage – Install complaint floor signage for all floors	
537.	15 th Floor – Passage – First aid kit – Replace Signage	

538.	15 th Floor – Boardroom – Anchor point to be tested and tagged	
539.	14 th Floor – Passage – 3x 2kg CO ² and 2x 4.5kg STP – Replace signage	
540.	14 th Floor – Passage – Hose reel and hydrant – No water and replace signage	
541.	14 th Floor – Stairwell – Install trunking for cables	
542.	14 th Floor – Passage – Ziton ZP3 fire panel – Fault, to be serviced. Door to be pressure sealed for gas release	
543.	14 th Floor – Passage – First aid kit – Replace Signage	
544.	14 th Floor – Passage – Reassign signage	
545.	13 th Floor – Passage – 6x 2kg CO ² and 2x 4.5kg STP – Replace signage	
546.	13 th Floor – Passage – Hydrant and 2x hose reels – No water and replace Signage	
547.	13 th Floor – Passage – First aid kit – Replace Signage	
548.	13 th Floor – Ladies toilet – Install 1x sanitary bin in toilet	
549.	13 th Floor – Passage – Replace with complaint lift signage	
550.	12 th Floor – Passage – Cleaners using electrical room for storage	
551.	12 th Floor – Passage – 5x 2kg CO ² and 2x 4.5kg STP – Replace signage	
552.	12 th Floor – Passage – 2x Hose reels and hydrant –No water and replace signage	
553.	12 th Floor – Passage – First aid kit – Replace signage	
554.	12 th Floor – Evacuation staircase – Remove carpets in stairwells	
555.	11 th Floor – Passage – Replace break glass unit	
556.	11 th Floor – Passage – Evacuation door and key box	
557.	11 th Floor – Passage – 2x hose reels and hydrant – no water and replace signage	
558.	11 th Floor – Passage – 2x 2kg CO ² and 4.5kg STP – Replace signage	
559.	11 th Floor – Passage – First aid kit – Replace Signage	
560.	10 th Floor – Kitchen – Install missing extinguisher and signage	
561.	10 th Floor – Passage – 2x Hose reels – No water and replace signage	
562.	10 th Floor – Passage – 3x 2kg CO ² and 3x 4.5kg STP – Replace signage	
563.	10 th Floor – Office 1004 - First aid kit – Replace signage	
564.	9 th Floor – Passage – 2kg CO ² – Replace signage	
565.	9 th Floor – Passage – Remove cleaner's equipment from electrical room	
566.	9 th Floor – Passage – 5x 2kg CO ² and 2x 4.5kg STP – Replace signage	
567.	9 th Floor – Passage – Hose reel – Replace 2x hoses, no water and replace signage	
568.	9 th Floor – Ladies toilets – Install 1x sanitary bin	
569.	9 th Floor – Gents toilets – First aid kit – Replace Signage	
570.	8 th Floor – x6, 2kg CO ² , x4, 4.5kg STP FE and replace signage	
571.	Plant Room – Replace missing Fire extinguisher and install signage	
572.	8 th Floor – Shave Evac door	
573.	8 th Floor – Replace missing Fire extinguisher and install signage	
574.	8 th Floor – x1 hydrant, replace hose and no water	
575.	Ladies Toilets – x1Sanitary bin missing	
576.	8 th Floor – Bulk file in DB Room	
577.	7 th Floor – Advise on strong Room	
578.	Passage – x6, 2.5kg CO ² , x3, 4.5kg STP FE and replace signage	
579.	Passage – x2 hose, x2 hydrant. Replace hose and no water	
580.	7 th Floor – Replace missing Fire extinguisher and install signage	
581.	5 th Floor – x11, 2kg CO ² , x3, 4.5kg STP FE and replace signage	
582.	5 th Floor – 1 st Aid kit and install signage	
583.	5 th Floor – x2 Hose reel, x2 hydrant. Replace hose and test water supply	
584.	5 th Floor – Replace missing Fire extinguisher and install signage	
585.	4 th Floor – Replace missing Fire extinguisher and install signage	
586.	4 th Floor – x8, 2kg CO ² , x3, 4.5kg STP FE and replace Signage	
587.	Passage – x2 Hydrant, x2 hose. Replace hose and test water	

588.	3rd Floor – 1st Aid kit and install signage x2	
589.	3rd Floor – 2kg CO ² , 4.5kg STP FE and replace signage	
590.	X2 Hose, x2 hydrant. Replace signage and test Water	
591.	Room 306 – Ceiling tiles to be secured 2m ²	
592.	Ladies toilets – Replace missing Fire extinguisher and install signage	
593.	2nd Floor – First aid box, Signpost x4	
594.	2nd Floor – 9x 2kg CO ² and 4.5kg STP	
595.	2nd Floor – 6x Hydrant, 6x Hose reel, Replace hose & signage	
596.	2nd Floor – Kitchen – Cleaners have lunch next to switch gear	
597.	2nd Floor – Install fire stopping	
598.	2nd Floor – Additional evacuation signage required	
599.	2nd Floor – Call Centre – TV mounting unsafe	
600.	2nd Floor – Call Centre – Fire hazard, Paper on light to be removed	
601.	2nd Floor – Fire control panel to be secured	
602.	1st Floor – 6x Hydrant, 1x Hose reel, Replace signage & hose	
603.	1st Floor – First aid box, Install signage	
604.	1st Floor – 10x 2kg CO ² fire extinguishers, 6x 4.5kg STP fire extinguisher, Replace signage	
605.	1st Floor – Kitchen – Cleaners equipment in Electrical room	
606.	6th Floor – 4.5kg STP x3, 2kg CO ² x6 replace signage	
607.	6th Floor – First aid box x2	
608.	6th Floor – Missing fire extinguisher, replace signage	
609.	6th Floor – 2x Hose reel & hydrant	
610.	Ground floor – 5x 4.5kg STP 20x 2kg CO ²	
611.	Ground floor – 1x Hose reel, Install signage	
612.	Ground floor – First aid box, signpost and replenish	
613.	Ground floor – Demarcate step	
614.	Ground floor – Control room – ZP3 fire alarm panel, Service tag	
615.	Ground floor – Remove obstruction for fire equipment	
616.	Ground floor – 3x Hose reel, install signage	
617.	Ground floor – Remove evacuation signage	
618.	Risk board room – 2kg CO ² fire extinguisher, replace signage	
619.	Store room – No key in break box, evacuation door locked replace mechanism	
620.	Basement -1 – East side – Unsafe stacking	
621.	Basement -1 – East side – Replace evacuation Signage	
622.	Basement -1 – East side – Replace missing fire extinguisher	
623.	Finance store room – Sprinklers to be replaced with gas suppression	
624.	Finance store room – Unsafe stacking & storage	
625.	Basement South – 4x 4.5kg STP 3x 2kg CO ²	
626.	UPS room – Has ZP3 gas suppression	
627.	Paint shop – 4.5kg STP replace signage, 2kg CO ²	
628.	Paint shop – First aid box, Install signage x2	
629.	Basement 5 – Replace 2x Missing fire extinguishers	
630.	External – Booster connection, install signage	
631.	Food corner zone – Clean out area, Fire hazard	
632.	F 12613 – 2x 4.5kg STP fire extinguisher	
633.	Shop 124A – Unsafe stacking	
634.	Shop 124A – No evacuation signage	
635.	Shop 124A – Service sprinkler valves last 2008	

6. **Plumbing status of the building**

7. **General status (roof leaks, condition of ceiling, any cracks on the walls etc.**

8. **HVAC or air-conditioning status**

9. **SIGN-OFF**

This inspection was carried out by:

Name:
SHEQ REGIONAL MANAGER
ERE SHEQ

Signature:Date:

This inspection was managed by:

Name:
SHEQ MIDDLE MANAGER

Signature

Date: _____

Management Acceptance:

Name:

**FACILITY MANAGER – BRAAMFONTEIN OFFICE
ERE OPERATIONS**

Signature: _____ Date: _____

Name:

**REGIONAL MANAGER – GAUTENG NORTH & SOUTH
ERE OPERATIONS**

Signature: _____ Date: 

Approved by:

Name:

GENERAL MANAGER – ESKOM REAL ESTATE

Signature: _____ Date: _____