

**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	Elmsley Hall - Residences	Names of Inspectors: GANGL HE	Names of Inspectors: JOAO SANTOS
First Aid Box Checked?	Yes / <input checked="" type="radio"/> No	Date: May 3 & 5, 2025	Signed: John Santos
Eyewash Station Checked?	Yes / <input checked="" type="radio"/> No	Signed: <i>[Signature]</i>	Signed: <i>[Signature]</i>

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
110	204 211 217	317 427 319	Door closing too fast	C	✓	Door closer adjusted or replaced.	May 21,	G.H.
120	205	303 405 305 411 322 327 423	Door not latching plus property loss	C	✓	Door closer adjusted	May 21,	G.H.

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 Class "C" – Potential for injury, illness, or disruptive (non-disabling) property damage.  
 Class "D" – No potential of injury / illness. However, does require follow-up & remedy.

*[Signature]*  
 Effie Slapnicar  
 Bursar & Chief Administrative Officer

Date  
 March 23, 2026

**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	Brennan Hall – Residences	Names of Inspectors: <i>John H</i>	Names of Inspectors: <i>JOJO SANTOS</i>
First Aid Box Checked? Yes / <del>No</del>	Date: <i>April, May 5 2025</i>	Signed: <i>John</i>	Signed: <i>John Santos</i>
Eyewash Station Checked? Yes / <del>No</del>			

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
	<i>403 406 408</i>	<i>old paint chip.</i>	<i>potential for injury.</i>	<i>C</i>	<i>✓</i>	<i>repaired &amp; painted</i>	<i>Jun 2</i>	<i>LH</i>
	<i>410 411</i>	<i>water damage wall and ceiling. cause paint chip.</i>	<i>potential for injury</i>	<i>C</i>	<i>✓</i>	<i>repaired &amp; painted</i>	<i>Jun 2</i>	<i>LH</i>

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*Effie*  
 Effie Slapnicar  
 Bursar & Chief Administrative Officer


Date: March 23, 2026

**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
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Building:	Sorbara Student Residence	Names of Inspectors: Leah H.E.	Names of Inspectors: JOAO SANTOS
First Aid Box Checked?	Yes / No	Date: Apr 26 - May 2 2025	Signed: John Santos
Eyewash Station Checked?	Yes / No	Signed: Leah	

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
2nd fl	SE hallway door	closing too fast	Potential for injury	C	✓	door closer adjusted	May 27	L.H.
	231	Ceiling dirty / Mold	-	C	✓	cleaned & lock down with oil paint	"	L.H.
105	013 429 014 425 016 437	door not latching	-	C	✓	door closer adjusted.	-	CM

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Building:	More / Fisher / Teedy Residences	Names of Inspectors:	GAIL HE	Names of Inspectors:	JOSO SANTOS
First Aid Box Checked?	Yes / No	Date:	Signed:	Signed:	
Eyewash Station Checked?	Yes / No	April, May 3, 2025	<i>[Signature]</i>	<i>[Signature]</i>	

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
TF	49	down closing too fast	potential for injury	C	✓	down closer replaced.	May 23	GH

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*[Signature]*  
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 March 23, 2026

**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
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Building:	H2x96 H6x8 residences	Names of Inspectors: <i>Garth Hill</i>	Names of Inspectors: <i>John Santos</i>
First Aid Box Checked?	Yes / <input checked="" type="radio"/> No	Date: <i>April - May 1, 2025</i>	Signed: <i>John Santos</i>
Eyewash Station Checked?	Yes / <input checked="" type="radio"/> No	Signed: <i>Garth Hill</i>	


Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
H6x8	125mc hallway door - 21	door closing too fast	potential for injury.	C	✓	door closer adjusted	May 9	GH

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**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	ALUMNI MECH ROOM	Names of Inspectors: MICHAEL GRAHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Date: MARCH 7 2025	Signed: 
Eyewash Station Checked?	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No		Signed:


Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
PENTHOUSE	CHILLER ROOM	REF ALARM REQS CALIBRATION	FAILURE TO NOTIFY.	C		RE. CALIBRATION NEEDED. E-MAILED S. CRAIG.		

  
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**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	Boiler House	Names of Inspectors: MICHAEL GRHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date:	Signed:
Eyewash Station Checked?	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	MARCH 7, 2025	

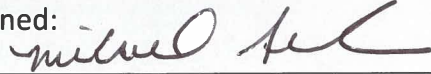
Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
HOT ROOM		ROOM REPAIRED LAST PROJECT SUMMER 2024.				NONE NEEDED.		
EXIT LIGHTS		O.K.						
EYE WASH		O.K.						

  
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**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	COACH HOUSE	Names of Inspectors: MICHAEL CRANHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date: MARCH 7, 2025	Signed:
Eyewash Station Checked?	Yes / No		Signed: 

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
UPPER	ROOM	ROOM CLEAN PIGEON WASTE MINIMAL						
LOWER	ROOM	LIGHTING GOOD - EMERGENCY LIGHTING GOOD -						
LOWER	ROOM	EYE WASH STATION REQUIRED.	UNABLE TO FLUSH EYES.	C		<del>EMAILED CHANELLE TO PUT IT ON LIST.</del>		
						<del>DROPPED OFF SMALL BOTTLE FOR NOW.</del>		
						REPAIRED BOTTLES.	APRIL 14, 2025	



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Building:	CARR MACH ROOM	Names of Inspectors: MICHAEL GRAHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date:	Signed:
Eyewash Station Checked?	<input checked="" type="checkbox"/> Yes / No	MARCH 7, 2025	Michael Graham


Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
Boiler Room		EYE WASH STATION EMERGENCY LIGHTS	ALL IN ORDER.			NONE NEEDED		

  
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**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
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Building:	KELLY MECHANICAL ROOMS	Names of Inspectors: MICHAEL GRAHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date:	Signed:
Eyewash Station Checked?	<input checked="" type="checkbox"/> Yes / No	MARCH 7, 2025	

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
BSMT	PUMP ROOM	ALL IN ORDER ROOM CLEAN NO TRIPPING HAZARDS.				NONE REQUIRED		
PENTHOUSE	MECHANICAL	EYE WASH O.K. MECHANICAL ROOM CLEAN.						

  
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Building:	QUEEN'S PARK BLDG MECH	Names of Inspectors: MICHAEL GRAHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date:	Signed:
Eyewash Station Checked?	<input checked="" type="radio"/> Yes / No	MARCH 19, 25	<i>Michael Graham</i>

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
BSMT MECHANICAL		ROOM CLEAN. EMERGENCY LIGHTING OPERATIONAL				No RECOMMENDATIONS		
		STAIR LIGHTING OUTSIDE ROOM GOOD.						

*E. Slapnicar*

**Effie Slapnicar**  
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**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	TEBY MECHANICAL	Names of Inspectors: MICHAEL GRAHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No N/A	Date: APRIL	Signed:
Eyewash Station Checked?	Yes / No	Signed: <i>Michael Graham</i>	Signed:

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
BENT MECHANICAL		ITEMS LEFT IN ROOM FROM CONTRACTORS.		C		REMOVE ITEMS.		

*Effie Slapnicar*  
**Effie Slapnicar**  
 Bursar & Chief Administrative Officer

March 23, 2026  
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## UNIVERSITY OF ST. MICHAEL'S COLLEGE

### Joint Health and Safety Committee – Workplace Inspection Report

Building:	HOUSE 2/96	Names of Inspectors: MICHAEL GRAHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date:	Signed:
Eyewash Station Checked?	<input checked="" type="radio"/> Yes / <input type="radio"/> No	APRIL 14, 2025	<i>Michael</i>

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
BSMT MECHANICAL		EMERGENCY LIGHTS FOR MECH ROOM NOT WORKING	(TRIP / FALL)	C		MEET WITH G.C. ELECTRIC. NEXT INSPECTION. BATTERIES CHANGED.	APR 22	MG

*Effie*  
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**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	HOUSE 6+8	Names of Inspectors: MICHAEL GRHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date:	Signed:
Eyewash Station Checked?	<input checked="" type="radio"/> Yes / <input type="radio"/> No	APRIL 14, 2025	<i>Michael</i>

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
BSMT MECHANICAL.		EXIT LIGHTS IN ORDER EYE WASH STATION O.K.						
		ROOM NEAT NO HAZARDS.						

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**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	TEBY <del>CARR</del> HALL	Names of Inspectors:	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date:	Signed:
Eyewash Station Checked?	Yes / No	MAY 29, 2025	ggarata
		Signed:	M. GRAHAM
		Signed:	vm hml

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
	102	LIGHT FIXTURE OUT.	NONE	✓	<del>35866303</del> ✓ 35866303	CHANGE BALLAST	JUNE 6 2025	MG
	OUTSIDE 103	EXPOSED WIRES LIGHT FIXTURE NEEDED.	FALL	C	<del>35866089</del> 35866343	INSTALL LIGHT. MB G.C. ELECTRIC. CAPITAL PROJECT. MICHAEL CHOW.		
	OUTSIDE RML6	LIGHT - OUT.	<del>_____</del>			CHANGED TUBES	JUNE 10 2025	MG
	Rm 7	RESECURE SHELVES.	COLLAPSE SHELVES	C	35866417	RESECURE SHELVES	JUNE 6 2025	MG
		NO HOT WATER BSMT WASHROOM	NOT A HEALTH AND SAFETY CONCERN.			CAPITAL PROJECT EMAIL STEVE	JUNE 6/25	MG
	OUTSIDE ROOM 103	EXPOSED WIRES NEEDS LIGHT	FALL	C	3586643	INSTALL LIGHT WAS A CAPITAL PROJECT.	NOT COMPLETED.	

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**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
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Building:	ODETTE / CHURCH.	Names of Inspectors: PETER SKREPICHUK	Names of Inspectors: MIKE GRAHAM
First Aid Box Checked?	Yes / No	Date:	Signed:
Eyewash Station Checked?	Yes / No		Signed: <i>Mike</i>

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
CHURCH	ORGAN LOFT	LADDER TO BELFRY.	NEEDS TO BE REPLACED	C		CAPITAL PROJECT.	FUTURE	
CHURCH	BSMT	PEELING PAINT.	PAINT CHIPS STORED MATERIALS	C		EMAILED FATHER MORGAN.		
CHURCH	BSMT	CLEAN DRYER VENT	"FIRE" CLEAN VENT		36448887	CLEANED VENT	July 11/25	MG
CHURCH	BSMT	SPRINKLER ROOM DAMP.	NONE			INSTALLED DEHUMIDIFIER	July 10 25	MG



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## UNIVERSITY OF ST. MICHAEL'S COLLEGE

### Joint Health and Safety Committee – Workplace Inspection Report

Building:	ODETTE	Names of Inspectors:	PETER SKREPICHUK
Names of Inspectors:	MIKE GUHAM	Signed:	
First Aid Box Checked?	Yes / No	Date:	JULY 10, 2025
Eyewash Station Checked?	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Signed:	

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
ODETTE	118	SHELVE	C FALL OVER		36448969	SECURE SHELVE	JULY 25	MG
ODETTE	322 ✓	SECURE SHELVE	C FALL OVER		36448991	SECURE SHELVE	JULY 25	MG
ODETTE	316 ✓	SECURE SHELVE	C "		36448991	SECURE SHELVE	JULY 25	MG
ODETTE	311	SECURE SHELVE	C "			SECURE SHELVE	JULY 25	MG
ODETTE	304 ✓	SECURE SHELVING	C "		36448991	SECURE SHELVE	JULY 25	MG
ODETTE		NORTH RETAINING WALL COLLAPSING	WATER INFILTRATION TO BLDG "FALL"	C		EMAILED FACULTIES TO HAVE IT REPAIRED		

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Building:	SHEPITSKY	Names of Inspectors: MIKE GRAHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No <input checked="" type="radio"/> Yes / <input type="radio"/> No	Date: AUG 7, 2025	Signed: 
Eyewash Station Checked?	<input checked="" type="radio"/> Yes / <input type="radio"/> No		Signed:


Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
Checked	ALL	AREAS	NOTHING TO REPORT AT			THIS TIME		

  
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Building:	ELMSCLEY	Names of Inspectors: MUNE GRAHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date: AUGUST 8/25	Signed:
Eyewash Station Checked?	Yes / No		Signed: 

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
S/E ENTRANCE		GRATE LIFTING	TRIP HAZARD	C	36958400	S.C. TO FLATTEN GRATE	AUG 11 25	SC
N/W LANDING		RAILING LOOSE BOTTOM OF STAIRS	FALL	C		W.O. PLACED CONTRACTOR TO REPAIR STEVE. C.	AUG 11 25	
RENT HOUSE	ROOF	DOOR TO ROOF DOES NOT LOCK.	36958456 STUDENT ACCESS	"U"		W.O. TO LOCKSMITH		
ROOF	WEST ACCESS	FALL HAZARD WIRING ROUTED NEAR ROOF	FALL	"A"		W.O. SUBMITTED TO PLACE CHAIN BARRIER	AUG 11 25	MG
					36958478	SIGNAGE ON DOOR		

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 Effie Slapnicar Date  
 Bursar & Chief Administrative Officer

**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	SORBETA.	Names of Inspectors: MIKE GRAHAM	Names of Inspectors:
First Aid Box Checked?	<input checked="" type="radio"/> Yes / No	Date: AUG. 8 / 2025	Signed:
Eyewash Station Checked?	<input checked="" type="radio"/> Yes / No	Signed:	

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
MECH	BSMT	EYEWASH ONLY WORKING ONE SIDE	FAILURE TO PROVIDE AID	D		CLEARED LINE NOW WORKS.	AUG 9 2025	MG

  
**Effie Slapnicar**  
 Bursar & Chief Administrative Officer

March 23, 2026  
 Date

**\*Hazard Class:**  
 Class "A" – Potential for permanent disability, loss of life, body part, and or extensive loss of structure equipment or material.  
 Class "B" – Potential for Serious injury, illness, or property damage that is disruptive, but less then Class "A".  
 Class "C" – Potential for injury, illness, or disruptive (non-disabling) property damage.  
 Class "D" – No potential of injury / illness. However, does require follow-up & remedy.

**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	PHELAN	Names of Inspectors: MIKE GRAHAM	Names of Inspectors:
First Aid Box Checked?	Yes / No	Date: AUG. 8, 2025	Signed:
Eyewash Station Checked?	Yes / No		Signed: <i>mhl</i>

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
3RD FLOOR STAIRWAY		LIGHTS OUT TOP OF STAIRS	FALL	C		CHANGE LIGHTBULBS.	AUG 8 2025	MG

*Effie Slapnicar*  
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**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
**Joint Health and Safety Committee – Workplace Inspection Report**

Building:	LORETTO COLLEGE RESIDENCE	Names of Inspectors: MICHAEL GRAHAM	Names of Inspectors:
First Aid Box Checked?	<input checked="" type="radio"/> Yes / <input type="radio"/> No	Date: SEPT 25, 2025	Signed:
Eyewash Station Checked?	<input checked="" type="radio"/> Yes / <input type="radio"/> No		Signed:

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
INSPECTED	5TH FLOOR	HALLS / COMMON ROOM	O.K.					
4TH FLOOR	LEUWBT. EXIT	LIGHTS	EYE WASH BOTTLES	O.K.				
3RD FLOOR	FIRST AID KIT							
2ND FLOOR		ALL IN ORDER						
BSMT.	HALL	2 EXIT LIGHTS NOT WORKING	LOSE DIRECTIONS IN EMERG.	C		FIX REPAIR BULBS.		MG
PENT HOUSE		EYE WASH		C		INSTALL EYEWASH		
MECHANICAL		STATION TO BE REFILLED				REFILLS		MG

*Effie*

March 23, 2026

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**UNIVERSITY OF ST. MICHAEL'S COLLEGE**  
**Joint Health and Safety Committee – Workplace Inspection Report 2024-25**

Building: KL	Kelly Library, Floors 1-4 – 113 St. Joseph Street	Name of Inspectors: <b>Richard Carter</b>
First Aid Box Checked? Yes <input checked="" type="radio"/> No <input type="radio"/>	Eyewash Station Checked? Yes <input checked="" type="radio"/> No <input type="radio"/> NA	Completed 20 January 2026
		Signed: <i>Richard Carter</i>

Area	Room	Description	Potential Hazard / Recommendation	Hazard Class*	Work Order #	Corrective Action Planned	Work Complete	
							Date	Initials
<b>Basement</b>	Electrical panel	Cluttered with urinals and cardboard boxes.	<i>Remove urinals and boxes.</i>	D				
	Carpet by west stairwell	Carpet ripped next to basement entrance / exit. When the door opens, it tugs at the rip, making it bigger.	Tripping hazard: <i>repair or replace carpet.</i>	C				
<b>Ground Floor</b>	126	Clutter.	Tripping hazard; difficulty getting out in an emergency: <i>please clear a pathway.</i>	C				
	133b	Clutter.	Tripping hazard; difficulty getting out in an emergency: <i>please clear a pathway.</i>	C				
	136	Clutter.	Tripping hazard; difficulty getting out in an emergency: <i>please clear a pathway.</i>	C				
		Water and air leaking through west window.	Heat and AC escaping from building. <i>Please fix the windows.</i>	D				
	Tech. Area	Water and air leaking through west window. Cracked glass. Smells coming in from construction outside this past year.	Heat and AC escaping from building. <i>Please fix the windows.</i>  Possible respiratory hazard: <i>Please ensure contractors protect staff and students from their work. OR identify where smell might be entering the building.</i>	D  B/C				
	143 (janitor's closet)	Not locked: should it be?	<i>Check if janitors' closets should be left locked.</i>	D				
	146	Loose shelves.	Danger of shelves tipping: <i>please bolt them to the wall.</i>	B/C				
	Electrical panel Storage closet	Cluttered with garbage bags. Loose range on south wall   Clutter.	<i>Remove garbage bags.</i> Danger of range tipping: <i>please secure it to the wall.</i> Tripping hazard: <i>please tidy.</i>	D B/C C				
<b>2<sup>nd</sup> Floor</b>	Entrance by catalogue workstation	Pen and pen holder missing or not working.	No danger. But please replace the pens!	D				
	Mechanical Room - SE	Light switch not working.	Tripping hazard: <i>repair light.</i>	C				
	Mechanical	Light switch not working.	Tripping hazard: <i>repair light.</i>	C				

	Room - NE							
	Digital Preservation Studio	Cracked window.	Not immediately dangerous but could get worse if not fixed: <i>repair / replace window.</i>	D				
	Special Collections Reading Room	Rare Book Room A (north side of Special Collections area): white shelves on west wall don't appear to be fixed to the wall.	Danger of shelves tipping: <i>please bolt the shelves to the wall.</i>	C				
		Rare Book Room B (new larger room on the east side of Special Collections area): white shelves on the east wall don't appear to be fixed to the wall.	Danger of shelves tipping: <i>please bolt the shelves to the wall.</i>	C				
	208	Clutter.	Tripping hazard; difficulty getting out in an emergency: <i>please clear a pathway.</i>	C				
	210	Wooden shelf not fixed to the wall.	Danger of shelf tipping: <i>please bolt the shelf to the wall.</i>	C				
<b>3<sup>rd</sup> Floor</b>	Entrance by catalogue workstation	Pen and pen holder missing or not working.	No danger. But please replace the pens!	D				
	Mechanical Room - SW	Cluttered with boxes; light switch not working.	Tripping hazard: <i>repair light and remove boxes.</i>	C				
	North side	Dangling laptop cords from pillar sockets due to patrons working at nearby tables.	Slight tripping hazard: <i>please move tables to prevent patrons tripping on cords.</i>	C				
	Journal Collection	Last 3 ranges (BX): Loose shelves not fixed with connecting beams.	Danger of ranges tipping: <i>please stabilize the ranges.</i>	B/C				
	Stacks	These ranges not fixed with connecting beams:  B721-B765 BT22-BT91 BV4390-BV4812 BX597-BX830 BX1378-BX1421 BX1750-BX1751 BX1912-BX1959	Danger of ranges tipping: <i>please stabilize the ranges.</i>	B/C				
	Conservation Studio	Sharp corners in several places, along with a jutting piece of machinery that staff and visitors could trip on.	Severe tripping and/or injury hazard: <i>move machinery from walking path and fix soft cushions onto sharp corners to prevent injury.</i>	B				
		Patrons sometimes knock at the door or try to get in while a lone staff member is working.	Security issue: <i>Install blinds to protect staff privacy, or create a sign urging patrons to contact the front desk or chief librarians with any questions.</i>	B				
<b>4<sup>th</sup> Floor (PIMS)</b>	General	Construction dust making eyes water and causing sickness.	Possible respiratory hazard: <i>Please ensure contractors protect staff and students from their work.</i>	A/B				
	Women's washroom	Lights not working in the janitor's closet.	<i>Please fix the lights.</i>	C				

Mechanical Room - SW	Clutter (boxes and a sink).	Tripping hazard; difficulty getting out in an emergency: <i>please clear a pathway.</i>	C			
Reference Area	Loose shelves not fixed with connecting beams.	Danger of ranges tipping: <i>please stabilize the ranges.</i>	B/C			
Paleography Room	Loose shelves not fixed with connecting beams.	Danger of ranges tipping: <i>please stabilize the ranges.</i>	B/C			
Periodicals Area	2 wooden shelves not fixed to wall: one on the east wall and one on the south wall; 2 regular shelves missing connecting bolts.	Danger of shelves tipping: <i>please stabilize shelves and ranges.</i>	B/C			
Entrance Area	Water leaking from several light sockets in the ceiling. Water also leaking through the ceiling onto other parts of the floor.	Electrical hazard: <i>please fix leaks.</i>	A		Work order submitted 20 Jan 2026	
Guest Collection	1 wooden shelf not fixed to the wall.	Danger of shelf tipping: <i>please bolt the shelf to the wall.</i>	B/C			
421 (Pete Brieger Room)	Shelves not fixed to the wall. Ceiling fan blocked with plastic sheet and tape.	Danger of shelves tipping: <i>please bolt the shelves to the wall.</i> Might impede air circulation: <i>please remove the block.</i>	B/C D			
422	1 loose wooden shelf	Danger of shelf tipping: <i>please bolt the shelf to the wall.</i>	B/C			
Hallway - between 426 & 428	Loose shelves not fixed to the wall.	Danger of shelves tipping: <i>please bolt the shelves to the wall.</i>	B/C			
Mechanical Room - SE	Clutter: shelf tipped sideways.	Tripping hazard; difficulty getting out in an emergency: <i>please clear a pathway.</i>	C			
Main collections area	<i>These ranges are loose: rods missing:</i> B77 BM724 BX1548 N5760 ND2769 PQ1682 PR2015  Loose ranges: Rods missing from white ranges on south side (BR-PA).	Danger of ranges tipping: <i>please stabilize the ranges.</i>	B/C			



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