CLEANING NOPICITION REPORT NOPICITION RE	GENERAL SERVICES ADMINISTRATION RE PUBLIC BUILDINGS SERVICE		REG.	REG. AREA			FIELD OFFICE DATE OF LAST REPO		T REPORT	DATE OF THIS REPORT	RATING		
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	51. UTILITY WORK												

ITEM NO.	CONDITIONS TO BE CORRECTED AND REMARKS	DATE CORRECTED AND SIGNATURE

INSTRUCTIONS

GSA Handbook of "Operation and Maintenance of Real Property" prescribes the use of this form to record on-site inspection of cleaning operations in GSA operated and in leased owner-serviced buildings.

The total "Rating" for each inspection shall be obtained by adding the rating assigned to each Service Category A thru I and to each Item 49 thru 59. Record this total "Rating" in the block so captioned. The highest possible rating is 100. When rating, take into consideration the current level of cleaning authorized for GSA operated buildings or requirements of the lease. Also consider, the elapsed time for periodic cleaning scheduled on GSA Form 1825, Periodic Building Cleaning Schedule. Under remarks identify floor or other locations inspected.

When the inspection has been completed and corrections are required, forward a copy of this report to the appropriate GSA foreman or the lessor's agent for action.

Completed actions are to be returned to the Buildings Manager and filed with the original inspection report in GSA Form 1183, Record of Building Inspection Reports.

RATING SCALE

- 5. Every Phase of the operation is satisfactory.
- 4. The standard of each operation is being met intermittently.
- 3. Standards are being maintained. Action required to increase quality of performance.
- The operation is considerably below requirements and immediate action necessary to increase the quality performance.
- 1. The operation is inadequate.