## PHYSICAL ENVIRONMENT

Conduct indoor inspections (recommended monthly) to include, but not limited to, heating and air conditioner vents, air vents, filters, exhaust fans, ceiling fans and dryer vents, if applicable, to ensure areas are clean and free from dust or lint build-up and properly working and inspection of the outdoor playground equipment (required every other month), such as connectors, moving parts and fall zones.

	INDOOR (Reccomended Monthly)								 OUTDOOR (Required every other month)					
DATE (MM/DD/YY)	HEATING & AIR CONDITIONER VENTS	AIR VENTS	FILTERS	EXHAUST FANS	CEILING FANS	DRYER VENTS	SMOKE DETECTOR	OTHER	CONNECTORS	MOVING PARTS	FALL ZONES	OTHER	COMMENTS	INITIALS OF OWNER/DIRECTOR