

Audit - 69.23%

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23.11.2022 10:13 GMT

Neighbourhood Officer?	Jeffrey
Attendees? With Teslim	Yes
Estate?	Vivian Comma Close
External Areas Inspected - 60%	60%
Estate Grounds Maintained and cleaned?	Yes
External Lights checked & working?	Yes
Bulk Items to be cleared?	no
Play area & equipment checked?	Yes
Premises Information box checked and secure?	N/A
Abandoned Vehicles?	no
Graffiti?	no
Internal Areas Inspected - 60%	60%
Internal lights checked and working?	Yes
Internal areas maintained and cleaned?	Yes
Lift phone checked?	N/A
Communal areas clear of obstruction?	Yes
Communal Repairs?	no
Graffiti?	no
Health & Safety / Fire checks - 100%	100%

Meter cupboards checked for theft of earth cables?	Yes
Fire risers secured	N/A
Fire doors checked for satisfactory self-closure?	Yes
Fire signs & notices (inc lifts) in place?	Yes
Plant rooms/bike stores/cleaner cupboards checked?	Yes
Railings and balconies checked and secure?	Yes
CCTV system checked	Yes
Awaiting CCTV login details from Facilities team	
AOV's checked and working?	N/A
Other comments? (Write below)	N/A

Issues to be address for Tenancy Officer ? (ASB, Tenancy related matters) (Write in box below)

Attached images for Tenancy Officer?



24.11.2022 07:04 GMT
