

**CARDIFF UNI - EVENT NOTICES OCTOBER 2019**

NO.	DATE	TIME	LOCATION	EVENT NO.	DETAILS	CONTACT	SITE MANAGER	DUE BY	DATE COMPLETED	RESPONSE TIME
1	01/10/2019	10.17	AQ01 5-7 Corbett Rd	506016	noticed that some of the bins/recycling bins are not be collected in building, Some have been there a number of days now and starting to smell rather unpleasant. also The kitchen floors do not appear to be getting washed - a colleague told me they had cleaned the ground floor one themselves last week! Also, the carpets do not appear to have been hoovered for some time.	Anthony Maidment	Gareth Williams	08/10/2019	02/10/2019	within 24hrs
2	02/10/2019	5.05	AS01 Redwood/00 Floor/0.05 Male Toilet	506124	graffiti on the toilet roll holder - please can the cleaners give it a little clean - if it dose not come off please let us know.	Anthony Maidment	Gareth Williams	08/10/2019	03/10/2019	within 24hrs
3	07/10/2019	11.18	AB04 Friary House/03 Floor/3.05 Kitchen	507323	in corridor outside large kitchen - toner has been spilt on the floor and requires hovering up / clean	Mohamed Salih	Gareth Williams	08/10/2019	08/10/2019	within 24hrs
4	08/10/2019	12.52	AB01 Bute	507360	Room T05 Location Tower Extension - bins need to be emptied by cleaners.	Patricia Bone	Gareth Williams	09/10/2019	09/10/2019	within 24hrs
5	10/10/2019	14.29	AQ01 5-7 Corbett Rd	508076	Details: Please can the following be cleaned: 0.09 toilet has not be cleaned, under sink requires cleaning and floor has bits all over it. 0.10 Kitchen sink requires descaling 0.08 Back of toilet dusty,, sani bin dusty white trunking throughout the building 1.05 window ledges and trunking 1.01 kitchen sink requires descaling and bin and skirting require a goodclean 2.12 Back of toilet at the top not cleaned, sani bin dusty and toilet brush requires cleaning. 2.13 Under the sink and back of the toilet 0.02 window ledges dusty.	Patricia Bone	Gareth Williams	17/10/2019	11/10/2019	within 24hrs
6	10/10/2019	13.05	AQ03 Music Building	508023	Please can the following be cleaned: 1.26 Disabled toilet requires descaling and pipe 1.17, 1.13 and 2.16 Bins not emptied 1.25 scale around taps, partitioning panels by toilets , decalc toilets, sani bins dusty 1.24 Partitioning panels by toilets and sani bins dusty. Scale around taps Fire extinguishers by 1.12 1.22 Kitchen sink requires descaling and bin not emptied. 1.04 Coffee stains on desk by printer, 2.21 All ledges dusty 0.24 silver edges on desk dusty	Patricia Bone	Gareth Williams	17/10/2019	11/10/2019	within 24hrs
7	15/10/2019	508977	AR01 Law Building	508977	There's chewing gum in several places on the bannisters in the Law building. Sometimes under the surface where it can't be seen - please can this be removed.	Mohamed Salih	Gareth Williams	22/10/2019	16/10/2019	within 24hrs
8	21/10/2019	5.14	AS01 Redwood/00 Floor/0.21 Pharmacy Lecture Theatre	509643	The downstairs lecture theatre 0.21 in Redwood is in a terrible state, there has been no cleaning done all week in this room, can this be looked at asap please.	Anthony Maidment	Gareth Williams	25/10/2019	21/10/2019	within 24hrs
9	23/10/2019	12.05	AB04 Friary House	510560	The hand towel dispensers in the kitchen areas in Friary House are being refilled with blue paper	Patricia Bone	Gareth Williams	30/10/2019	24/10/2019	Within 24hrs - the problem is one box a week have never be enough it takes 2 to 2.5 boxes a week, it started as 3 dispensers now it's more like 8 know and they are empty every day because of heavy use they will be filled tomorrow
10	23/10/2019	5.03	AQ06 8 North Road/01 Floor/8/1.01	510321	Please could bins in the No. 8 side of 8-10 North Road be emptied? The person below is in room	Anthony Maidment	Gareth Williams	29/10/2019	23/10/2019	Within 24hrs

11	24/10/2019	12.15	AS01 Redwood/ 00 Floor/0.21 Pharmacy Lecture Theatre	510684	student has vomited room still in use, can this be cleaned between 1pm & 2pm	Anthony Maidment	Gareth Williams	25/10/2019	24/10/2019	Within 24hrs
12	25/10/2019	15.22	AR04 Sir Martin Evans/010 Floor/W0.02 Office	510887	rooms W/0.02 & W/0.04 - bins are not being emptied in heavy use places like our stores throughout the day.	Mohamed Salih	Gareth Williams	01/11/2019	25/10/2019	Within 24hrs
13	28/10/2019	12.04	AQ02 Aberdare Hall/00 Floor/0.07B Cleaners Cupboard	511320	Library wing - Very bad smell coming from the cleaners cupboard. The smell is caused by dirty mops??? This this is what it seems to smell like	Anthony Maidment	Gareth Williams	29/10/2019	28/10/2019	Within 24hrs
14	29/10/2019	4.56	AB01 Bute/01 Floor/1.65: Ladies Toilet	511487	Someone left the tap on and there is now water all over the floor, please can it be mopped up	Anthony Maidment	Gareth Williams	29/10/2019	29/10/2019	within 24hrs
15	29/10/2019	14.49	AQ04 33-37 Corbett Road	511661	Please wipe down the kitchen table, the kitchen cupboards & finger prints off the door in the postgraduate suite . Also 201 & 205 dust on window sills & trunking.	Mohamed Salih	Gareth Williams	05/11/2019	30/10/2019	Within 24hrs
16	29/10/2019	14.49	AQ04 33-37 Corbett Road,	511661	Please wipe down the kitchen table, the kitchen cupboards & finger prints off the door in the postgraduate suite . Also 201 & 205 dust on window sills & trunking.	Mohamed Salih	Gareth Williams	05/11/2019	30/10/2019	within 24hrs