



January 23, 2018

Ms. Maria Gates
Safety & Risk Management Specialist, Human Resources
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
114 South Del Rosa Drive
San Bernardino, CA 92408

RE: SWACC PROPERTY & LIABILITY INSPECTION

Dear Ms. Gates:

Enclosed is the report for the SWACC Property & Liability Inspection conducted for the District on January 8-11 & 16, 2018. The inspection was conducted on behalf of SWACC safety inspection policy.

A follow up audit will be conducted some time in 60-90 days, which will consist of a review of recommendations made during this inspection to determine the status. If Keenan can be of any assistance in this regard, please let me know.

It has been a pleasure to be of service to your District in the area of Loss Control/Risk Management and to assist you with providing a safe environment for students and the general public. If you have any questions concerning the report, kindly contact me directly at (951) 715-0190, extension 1186.

Sincerely,

Kendall Birkett

Kendall Birkett
Loss Control Consultant
Loss Control/Risk Management

Enclosure

KB/mm

cc: Ms. Amalia Perez, San Bernardino Community College District
Suzanne Trowbridge, Keenan & Associates, Riverside
Amanda Garcia, Keenan & Associates, Riverside

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The report is based on conditions and operations that existed at the time of the inspection. The information contained in this report does not certify that all locations, unsafe conditions, violations of state, federal or local regulations or laws are in compliance, nor does it conclude that all possible infractions, hazards or hazardous conditions were observed or reported.

SWACC PROPERTY & LIABILITY INSPECTION



January, 2018

PREPARED FOR

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Prepared By

Kendall Birkett
Loss Control Consultant

KEENAN & ASSOCIATES

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I. INTRODUCTION

On January 8-11 & 16, 2018, Keenan & Associates conducted a Property & Liability Inspection for the San Bernardino Community College District, located in San Bernardino, California. The purpose of the inspection is to assist the District with their Property & Liability Loss Prevention Program. Kendall Evans, Loss Control Consultant, conducted the inspection, and Melissa Morris, Sr. Project Coordinator, processed the report.

II. ACKNOWLEDGEMENTS

Keenan & Associates would like to thank all of the individual site personnel for their assistance and cooperation during the site inspections.

III. LIMITATIONS

A sincere effort was made to conduct a thorough inspection of the schools, associated properties, and playgrounds. This effort was directed at identifying unsafe conditions within these properties. The observations are based upon conditions observed at the time of the inspection and were apparent to the inspector.

The information contained in this report does not certify that the schools, District Office, Maintenance facilities, grounds, equipment, material, or operations are in compliance with any federal, state, or local law, rule, or regulation. The information in this report does not conclude that all possible conditions, hazards, or hazardous conditions were observed or reported.

The goal of our inspection was to (i) assist the client in evaluating its self-audit procedures, (ii) facilitate the identification of conditions which may pose a risk of injury and/or property damage, and (iii) provide recommendations and/or suggestions to help mitigate the risks identified. Keenan does not guarantee that it has identified every potentially hazardous condition existing on the client's premises. Similarly, it does not promise that following the recommendations contained in this report will eliminate all risk of injury or property damage.

Keenan's services are not a substitute for regular, ongoing inspection and maintenance, or any required service that is to be performed by a licensed or certified service professional (e.g., HVAC contractor, electrician, plumber, elevator service personnel, etc.). Please keep in mind that changing circumstances can affect your risk exposures and periodic reassessments of your operational environment are recommended.

IV. SCOPE OF SERVICES

The purpose of the inspection is to reduce the frequency and severity of property and liability losses at the District by identifying those hazards that could result in those types of losses and by providing recommendations to the District on ways to correct those hazards.

As part of the inspection, the following programs were reviewed:

- Security
- Emergency Preparedness
- Fire Prevention
- Pest Management
- Chemical Safety
- Forklift/Utility Cart Procedures
- Playground Safety
- Property and Liability Self-Inspection Program
- Injury and Illness Prevention Program

In addition, the following Risk Transfer procedures were discussed:

- Field Trips
- Facilities Use Agreements
- Contractor Agreements

A physical survey of the following areas was conducted:

- Security
- Playground equipment
- Facilities housing playground, and athletic equipment including:
 - Bleachers
 - Stadiums
 - Athletic fields
 - Swimming/Diving pools
 - Weight rooms
 - Gymnasiums
 - Basketball nets/backboards
 - Hard court areas
 - Ball walls
 - Locker rooms
- Industrial arts, science, and home economics classrooms and equipment, including
 - Science labs and storage rooms
 - Art and ceramics rooms
 - Photography rooms
 - Wood shops
 - Metal/welding/machine shops
 - Auto shops
 - Home economics rooms
 - Computer/Technology labs
 - Libraries
 - Graphics/Print shops
- A representative sampling of general classrooms
- Grounds and common areas including:
 - Sidewalks
 - Walkways
 - Parking lots
 - Turf
 - Multipurpose rooms
 - Cafeterias
 - Theaters
- Maintenance/grounds and transportation facilities

- Electrical and mechanical rooms
- Adjacent properties that may pose a hazard

A review of the District's Property and Liability loss experience was performed.

V. SITES AND AREAS INSPECTED

The following areas were inspected at the sites listed below:

- San Bernardino Community College
 - ALTERNATE TEXT PRODUCTION CENTER
 - APPLIED TECHNOLOGY TRAINING CENTER (DISTRICT OFFICE)
 - CRAFTON HILLS COLLEGE
 - DISTRICT OFFICE
 - PROFESSIONAL DEVELOPMENT BLDG (DISTRICT OFFICE)
 - SAN BERNARDINO CCD ANNEX
 - SAN BERNARDINO VALLEY COLLEGE
 - TECHNOLOGY & EDUCATIONAL SUPPORT SERVICES

(A list of specific areas/rooms are available upon request.)

VI. SUMMARY

The San Bernardino Community College District serves 22 cities in the inland Southern California area and serves an additional 25,000 students each year at Crafton Hills College and San Bernardino Valley College. The District has additional locations/ properties at Alternate Text Production Center, Technology & Educational Services, San Bernardino CCD Annex, The Applied Technology Training Center (ATTC), and the Professional Development Center (PDC); both located at the District Office. The Alternate Text Production Center and Technology & Educational Support Services are both leased properties. The San Bernardino CCD Annex is a location that the District is not currently renting or occupying.

The District has completed their extensive construction plan at both campuses. Measure M has provided the majority of the funding for the District's construction and remodeling. Many of the buildings throughout Crafton Hills and San Bernardino Valley College have been remodeled. The most recent completed projects at San Bernardino Valley College were the new Gymnasium and Stadium Buildings.

The District continues to take a proactive approach to correcting the recommendations that were made from the previous inspection and follow-up audit. Please see the sections below to identify some recommendations noted during the P&L inspection. Many of these issues can be easily rectified with preventative maintenance and self-inspections.

VII. LOSS EXPERIENCE REVIEW

San Bernardino Community College District has had one property losses since the beginning of 2014-2015 policy year, for a total incurred of \$8,677.70. One claim of a stolen Transit van.

On the liability side, there have been eleven claims filed since the beginning of 2014-2015 policy year, with a total incurred of \$492,442.56. There were four employment practice liability claims, for a total incurred of \$275,943.25; one claim where a disabled student alleges that she slipped in a puddle of water while entering a bathroom stall, for a total incurred of zero dollars loss to date; one claim where claimant alleges he was riding his bike on paved road and hit an unmarked speed bump that was slanted to right, for a total incurred of \$35,000.00; one claim where the claimant alleges he was falsely accused of making criminal threats and was subsequently detained, for a total incurred of \$40,788.11; one claim where claimant alleges she was sexually harassed and retaliated against for reporting the harassment, for a total incurred of \$80,000.00; one claim where a contractor alleges the District breached the contract, resulting in substantial damages, for a total incurred of \$60,000.00; one claim of copyright infringement, for a total incurred of \$711.20; and one claim where there was a misuse of Cal Card for personal items, for a total incurred of zero loss to date.

VIII. PROGRAM REVIEW

Security

Priority: **EFFECTIVE**

Survey Findings:

The security staff have received the 20 hour required class. The College does retain private security for off hours. The City/County provides security enforcement. There are intrusion alarms throughout the sites that are monitored by an outside vendor. The College has security cameras on the campuses. The College does not have enclosed perimeter fencing. Lighting is adequate in the parking lots, campus walkways, and athletic fields when they are being used. Per the College, the laptops and valuables are to be stored in an interior corridor/room. The District has cages and covers on most exterior water pipes, copper fittings, and valves. The solar panels are regularly inspected.

Corrective Action:

The College should continue to work on caging and covering exterior water pipes, copper fittings, and valves to help mitigate any copper theft.

Emergency Preparedness

Priority: **EFFECTIVE**

Survey Findings:

Per the College, the site comprehensive safety plans are not currently up to date. The College campuses conduct mock emergency drills. They have emergency supplies at each campus.

Corrective Action:

The site comprehensive safety plans should be updated as needed.

Fire Prevention

Priority: **EFFECTIVE**

Survey Findings:

Per the College, their kitchen hoods, fire extinguishers, and sprinkler systems are serviced at the required intervals. The fire extinguishers are being inspected monthly and initialed on the tag. At the time of the inspection, some fire extinguishers were not up to date on the tag initialing. The fire alarms are tested. The trash cans are emptied regularly to keep from overflowing and are stored away from building eaves. The combustible materials are stored away from public access. There is surveillance/security/lighting systems in obscured material storage areas. The College does utilize an anonymous reporting system for high frequency arson areas.

Corrective Action:

The campuses should be inspecting the fire extinguishers on a monthly basis and initialing the tag.

Playground Safety

Priority: **ABSENT/INEFFECTIVE**

Survey Findings:

Playground supervisors are trained annually regarding their duties. The college does not have a formal, documented system for inspecting the playground equipment and surfacing. There is no budget/plan in place to replace old/deteriorating playground equipment or surfacing material. There were many common issues that were noted during the inspection: low loose fill under the play equipment and missing age signage on playground.

Corrective Action:

The college should have a formal, documented system for inspecting play equipment and surfacing. There were a few safety issues that are noted in the report with regards to the playground safety.

Chemical Safety

Priority: EFFECTIVE

Survey Findings:

There is a Chemical Inventory performed annually for the District. Per the College, the chemical hygiene plan and training are up to date. The College does have a policy on employees bringing chemicals/cleaners from sources outside the College. The eyewash/deluge showers are well maintained and tested regularly. All students are to wear PPE while conducting science experiments.

Corrective Action:

None at this time.

Forklift/Utility Cart

Priority: EFFECTIVE

Survey Findings:

There is a key control program in place and all utility carts require a key to operate. The College does have a utility cart plan/policy in place and they do provided safety training. They do regularly inspect/maintenance on the utility carts.

Corrective Action:

None at this time.

Pest Management

Priority: ABSENT/INEFFECTIVE

Survey Findings:

There has not been a written Integrated Pest Management policy developed. This program is not reviewed or distributed annually. There is no coordinator for this program assigned. The annual and individual registry notifications are not made. Employees that may apply pesticides have not been assigned nor completed the DPR-approved Healthy Schools Act training course before making a pesticide application. This is not done annually for teachers and has not been done during the renewal period for licensed pesticide applicators. They are not keeping the records of pesticide applications made by District staff and pest management contractors for at least four years.

Corrective Action:

The Pest Management program should be reviewed and distributed annually. There should be a coordinator for this program. The individual notification registry notifications should be made annually. The Healthy Schools

Act (HSA) training course should be done annually for teachers and during the renewal period for licensed pesticide applicators. The records of pesticide applications made by District Staff and pest management contractors should be kept for at least four years.

Self Inspection

Priority: **IN PROGRESS**

Survey Findings:

The College does not have a formal, documented self inspection system. When there are work orders generated, they are prioritized and corrective actions provided. If it is a hazard abatement related work order the average lag time is seven days.

Corrective Action:

The College should implement a formal, documented self inspection system that is conducted regularly.

Injury and Illness Prevention Plan

Priority: **EFFECTIVE**

Survey Findings:

The College has an Injury and Illness Prevention Plan, but it is not updated. They have a person identified having responsibility and authority for safety and health. Employees do receive training on the Injury Illness Prevention Plan. Many different methods are utilized to ensure safety-related materials are communicated to employees. They have procedures in place to prioritize and correct any unsafe/unhealthy conditions in a timely manner. There is employee safety training programs and accident investigation programs in place. They have systems in place to ensure that employees comply with safe and healthy work practices.

Corrective Action:

The College should update the Injury Illness Prevention Plan (IIPP) regularly.

IX. RISK TRANSFER PROCEDURES

Keenan's risk transfer forms, such as for field trips, facilities use agreements, and contractor agreements can be found on Keenan's P&C Bridge under Risk Adviser Library. The risk transfer forms can be used as is or can be modified to support the District's current procedures and policies.

X. RECOMMENDATIONS

Recommendations resulting from the inspection are listed under Site Specific or General findings. Site Specific recommendations are those that are specific in nature and pertain only to a particular site. General recommendations are those that apply to some or all sites or operations throughout the District.

Each recommendation is categorized as either Immediate, High, Medium or Low. **Immediate** is a hazard that represents a significant life-threatening danger requiring immediate attention. **High** is an exposure that, if not corrected, has the potential to result in a severe property or liability loss in the short term. **Medium** is an exposure that, while having the potential for a loss, would not normally result in a significant or severe loss. **Low** is an exposure that is commonplace throughout the District.

Immediate/High priority items are listed separately due to the severity of the exposure.

XI. IMMEDIATE/HIGH PRIORITY RECOMMENDATIONS

Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - CNTL Building Corridor 217

Priority: High

Description: The exit door to the CNTL Building Corridor 217 was chained. It is unclear why these doors are locked, but it's possible that the doors are defective and cannot be locked to the outside. Defective exit doors that do not function properly should be repaired.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Gym

Priority: High

Description: Several exit doors in this gym are chained. It is unclear why these doors are locked, but it's possible that the doors are defective and cannot be locked to the outside. Defective exit doors that do not function properly should be repaired.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Gym- Locker Room

Priority: High

Description: The roof had water damage in the Gym. The source of the leak should be found and repaired to mitigate the water damage hazard that was observed.



Location: San Bernardino Community College - DISTRICT OFFICE - Human Resource Reception 117

Priority: High

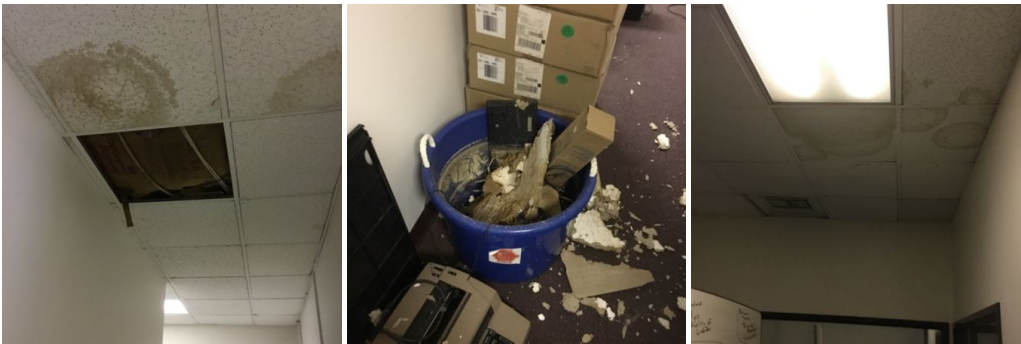
Description: The system trouble and/or system silence lights were lit on the main fire alarm panel. The fire alarm system should be operational at all times.



Location: San Bernardino Community College - SAN BERNADINO CCD ANNEX - Print Room

Priority: High

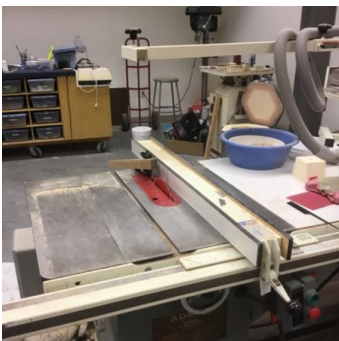
Description: The roof had severe water damage in several areas throughout the building. The source of the leak should be found and repaired to mitigate the water damage hazard that was observed.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Art Center Workroom Art Room 119

Priority: High

Description: Protective blade guards on table saws reduce the possibility of serious injury. Table saws that are missing protective guards should be taken out of service immediately. Missing protective guards should be replaced before the saw is placed back into service.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Auditorium Workshop A107

Priority: High

Description: Protective blade guards on table saws reduce the possibility of serious injury. Table saws that are missing protective guards should be taken out of service immediately. Missing protective guards should be replaced before the saw is placed back into service.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - CC Building Receiving

Priority: High

Description: Compressed gas cylinders should always be secured in the upright position with a strong securing device such as a chain, strap or clamp.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - CDC - Toddler Play Area

Priority: High

Description: There is no fall-cushioning material under the equipment. Falls from equipment located on hard compacted ground can result in serious head or neck injuries. This equipment is meant only for residential play and should be removed immediately from the school site.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Facilities/MOT Plumbing

Priority: High

Description: All compressed gas cylinders should be secured in the upright position with strong securing devices (chain, straps or clamps) to prevent accidental tip-over. These heavy cylinders can injure people by falling on them directly or they can become dangerous projectiles if the regulator, cylinder valve or valve connection is damaged in a fall.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - LIB Building
- Library - 1st Floor

Priority: High

Description: The roof was actively leaking by the computers, at the Reference Database and Circulation LIB 133, in the Library. The source of the leak should be found and repaired to mitigate the water damage hazard that was observed.



XII. GENERAL RECOMMENDATIONS

Location: San Bernardino Community College

Priority: Medium

Description: In addition to the annual servicing, extinguishers are required to be visually inspected at least once per month in accordance with CCR Title 19 and CCR Title 24. To ensure the inspections are done, all responsible parties should initial and date the service tag that is attached to the fire extinguisher. Note: This issue was observed at all District sites, except for Crafton Hills College, which was consistent on the monthly inspections of fire extinguishers.

XIII. SITE SPECIFIC RECOMMENDATIONS

Location: San Bernardino Community College - ALTERNATE TEXT PRODUCTION CENTER - Storage Area

Priority: Medium

Description: Exits and emergency evacuation routes should be kept clear of obstructions at all times in order to ensure safe egress. Exit and emergency evacuation routes shall be no less than 30" wide at any point.



Location: San Bernardino Community College - APPLIED TECHNOLOGY TRAINING CENTER (DISTRICT OFFICE) - Lecture Hall Room 118

Priority: Medium

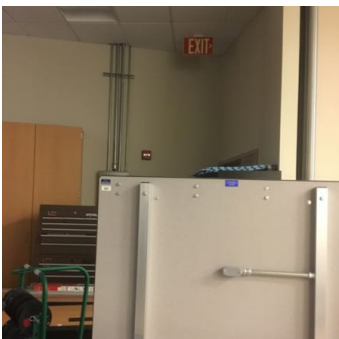
Description: Exit signs should remain illuminated whenever a room or area is occupied. Defective exit signs or illumination bulbs should be repaired or replaced immediately.



Location: San Bernardino Community College - APPLIED TECHNOLOGY TRAINING CENTER (DISTRICT OFFICE) - Room 121 High Technology Lab 1

Priority: Medium

Description: Exits and emergency evacuation routes should be kept clear of obstructions at all times in order to ensure safe egress. Exit and emergency evacuation routes shall be no less than 30" wide at any point.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Art Building Art Room

Priority: Medium

Description: The wooden boards with the nails sticking out creates a protrusion hazard. The nails should be removed from the board to eliminate the potential protrusion hazard that it presents.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Art Building Art Room 130

Priority: Medium

Description: Portable fire extinguishers should be wall mounted in an easily accessible location. The distance between fire extinguishers should be no more than 75'. The fire extinguisher service tag is missing. The service tag should be replaced and updated as applicable.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Art Building Art Room 133

Priority: Medium

Description: The protective len is missing from the light fixture. The len should be replaced to reduce the possibility of broken light bulbs.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Art Building Room 127

Priority: Medium

Description: Some of the acoustic ceiling tiles in this area are water stained. The cause of the water stain should be identified and repairs should be made if necessary.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - CDC Building Custodial Closet

Priority: Medium

Description: The custodial closet should remain secured at all times to prevent unauthorized access to students.

Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - CDC Building Room 123

Priority: Medium

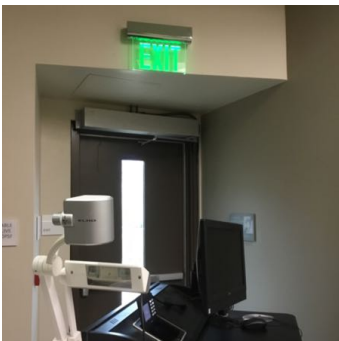
Description: Unsecured bookcases and storage cabinets present an elevated risk of struck by injuries. They can also block emergency egress if they tip over. Bookcases and storage cabinets should be secured in a manner that prevents them from tipping over to reduce this hazard.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - CNTL Building Lecture Hall 244

Priority: Medium

Description: Exits and emergency evacuation routes should be kept clear of obstructions at all times in order to ensure safe egress. Exit and emergency evacuation routes shall be no less than 30" wide at any point.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - CNTL Building Lecture Hall 245

Priority: Medium

Description: The protective lens is missing from the light fixture. The lens should be replaced to reduce the possibility of broken light bulbs.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - CNTL Building Room 247

Priority: Medium

Description: Some of the acoustic ceiling tiles in this area are water stained. The cause of the water stain should be identified and repairs should be made if necessary.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Crafton Center Cafe

Priority: Medium

Description: Extension cords are not designed for permanent use. The extension cord should be replaced with permanent wiring in accordance with the National Electric Code.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Crafton Center Kitchen

Priority: Medium

Description: Rubber non-slip mats should be provided at all sinks in order to eliminate the slip/fall hazard which was observed.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Crafton Center Receiving Area

Priority: Medium

Description: Clear access to the fire extinguisher should be maintained at all times. Items should not be placed in front of the fire extinguisher.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - East Building Old Bookstore

Priority: Medium

Description: Some of the acoustic ceiling tiles in this area are water stained. The cause of the water stain should be identified and repairs should be made if necessary.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Fitness Room

Priority: Medium

Description: Weight room rules of conduct should be clearly posted and enforced in this area.

Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Fitness Room

Priority: Medium

Description: Free weight storage racks should be secured in a manner that prevents accidental tipping.

Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Gym

Priority: Medium

Description: Housekeeping should be improved in this area. Aisles and passageways should be kept clear at all times.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Gym

Priority: Medium

Description: Clear access to the fire extinguisher should be maintained at all times. Items should not be placed in front of the fire extinguisher. The fire extinguisher service tag is missing. The service tag should be replaced and updated as applicable.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Learning Resource Center Auditorium Room 231

Priority: Medium

Description: Raised carpet in this area creates a trip hazard. The carpet should be repaired or replaced to reduce this hazard.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Learning Resource Center Library 2nd Floor

Priority: Medium

Description: Televisions located on overhead platforms, on top of cabinets and on portable carts present an elevated risk of struck by injuries. They can also block emergency egress if they fall to the floor.

Televisions should be secured with a heavy strap or other securing device to reduce this hazard.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Learning Resource Center Storage Room 228

Priority: Medium

Description: A minimum 36" clearance zone should be maintained around the electrical panel at all times.

Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - North Complex Geoscience Lab 109

Priority: Medium

Description: Some of the acoustic ceiling tiles in this area are water stained. The cause of the water stain should be identified and repairs should be made if necessary.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - PSAH Building Study Lounge 217

Priority: Medium

Description: The refrigerator plugged into the surge protector can overload electrical circuits that are not designed to handle the increased electric load and can increase fire hazard. The refrigerator should be plugged directly into an electrical outlet.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Stairs To KHA Building

Priority: Medium

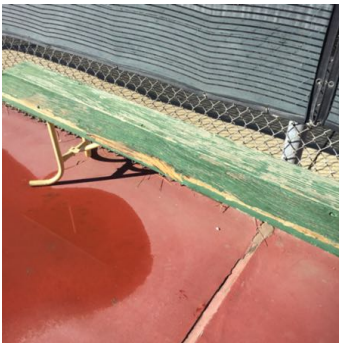
Description: Uneven dirt surfacing in the stairs caused by erosion and overgrown weeds presents an elevated trip hazard. Uneven surfaces should be repaired to reduce this hazard.



Location: San Bernardino Community College - CRAFTON HILLS COLLEGE - Tennis Courts

Priority: Medium

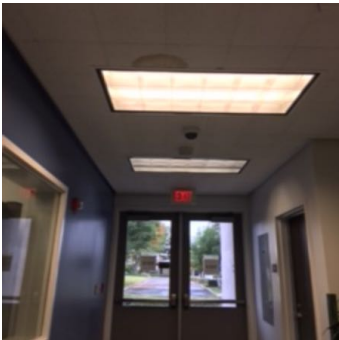
Description: Wood player's benches with degraded, rough or splintering surfaces present an elevated laceration or puncture hazard. Degraded, rough or splintering wood benches should be repaired or replaced to reduce this hazard.



Location: San Bernardino Community College - DISTRICT OFFICE - Outside Chancellor's Office

Priority: Medium

Description: Some of the acoustic ceiling tiles in this area are water stained. The cause of the water stain should be identified and repairs should be made if necessary.



Location: San Bernardino Community College - DISTRICT OFFICE - Staff Lounge

Priority: Medium

Description: Clear access to the fire alarm pull station should be maintained at all times. Items should not be placed in front of the fire alarm pull station.



Location: San Bernardino Community College - SAN BERNADINO CCD ANNEX - Data/Electrical Closet

Priority: Medium

Description: A minimum 36" clearance zone should be maintained around the electrical panel at all times.



Location: San Bernardino Community College - SAN BERNADINO CCD ANNEX - Kitchen

Priority: Medium

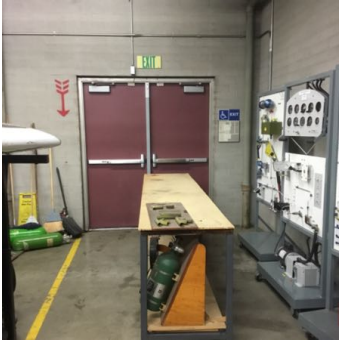
Description: Insects can cause damage to wires, insulation and other electrical components. Insect infestations should be removed from this area.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Applied Technology Aeronautics Lab Room T114A

Priority: Medium

Description: Exits and emergency evacuation routes should be kept clear of obstructions at all times in order to ensure safe egress. Exit and emergency evacuation routes shall be no less than 30" wide at any point.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Applied Technology Computer Numerical Control Room T112

Priority: Medium

Description: Clear access to the fire extinguisher should be maintained at all times. Items should not be placed in front of the fire extinguisher. Fire extinguisher locations should be clearly marked with a sign or label.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Applied Technology Electronics Room 107A

Priority: Medium

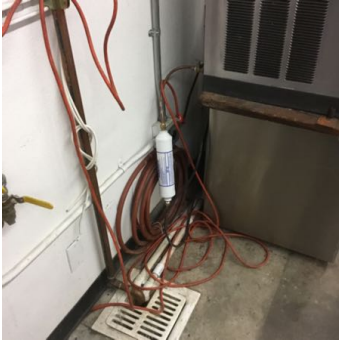
Description: Loose acoustical ceiling tiles should be repaired or replaced to reduce the falling object hazard they present.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Applied Technology HVAC/R LAB ROOM T-126

Priority: Medium

Description: Extension cords are not designed for permanent use. The extension cord should be replaced with permanent wiring in accordance with the National Electric Code.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Applied Technology Machine Lab Room T111A

Priority: Medium

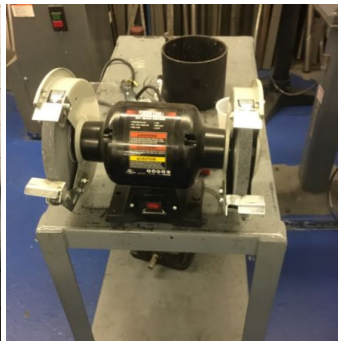
Description: Clear access to the fire extinguisher should be maintained at all times. Items should not be placed in front of the fire extinguisher.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Applied Technology Machine Lab Room T111A

Priority: Medium

Description: Grinders should be inspected regularly to ensure that tongue guards are attached and adjusted properly, tool rests are attached and adjusted properly, safety shields are attached and adjusted properly and lights are functioning properly. If any equipment is broken or missing the grinder should be taken out of service until it can be repaired.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Applied Technology Welding Back Lab Room 121

Priority: Medium

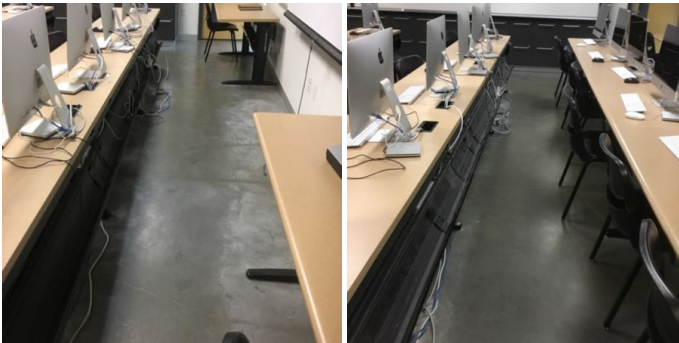
Description: The source of the water leak should be determined and mitigate to prevent any water damage.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Art Center
Computer Lab D Room 137

Priority: Medium

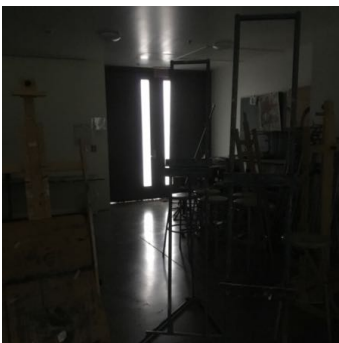
Description: Computer wiring on the floor creates a trip hazard in this area. The computer wires should be re-routed or covered with a floor wire molding to reduce this hazard.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Art Center
Painting & Life Drawing Studio B2

Priority: Medium

Description: Exits and emergency evacuation routes should be kept clear of obstructions at all times in order to ensure safe egress. Exit and emergency evacuation routes shall be no less than 30" wide at any point.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Art Center
Painting & Life Drawing Studio B2

Priority: Medium

Description: Exit signs should remain illuminated whenever a room or area is occupied. Defective exit signs or illumination bulbs should be repaired or replaced immediately.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Art Center Sculpture & Glass Studio C1

Priority: Medium

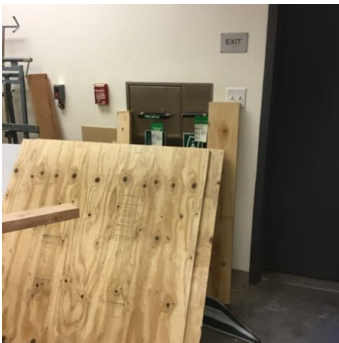
Description: Exits and emergency evacuation routes should be kept clear of obstructions at all times in order to ensure safe egress. Exit and emergency evacuation routes shall be no less than 30" wide at any point.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Art Center Workroom Art Room 119

Priority: Medium

Description: The eyewash station and/or deluge shower was obstructed. Clear access should be maintained at all times.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Art Center Workroom Art Room 119

Priority: Medium

Description: Bench top and pedestal mounted equipment such as grinders, miter saws and drill presses should be secured to the bench or the floor in a manner that prevents tipping.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Auditorium Dressing Room 3rd Floor

Priority: Medium

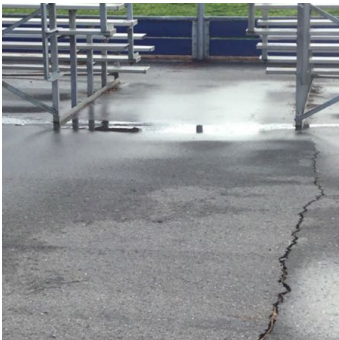
Description: Exit signs should remain illuminated whenever a room or area is occupied. Defective exit signs or illumination bulbs should be repaired or replaced immediately.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Baseball Field

Priority: Medium

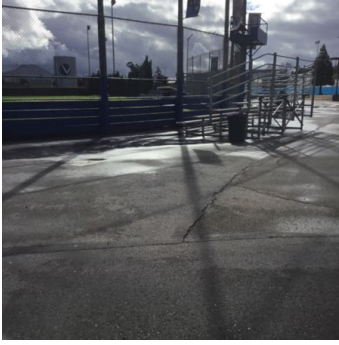
Description: The missing end covers from metal bleacher seats should be replaced.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Baseball Field

Priority: Medium

Description: Backstop defects such as protruding chain link fencing, exposed bolts and un-anchored structural supports present an elevated risk of injury to students. Defective backstops should be taken out of service until repairs can be made.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - CC Building - Culinary Arts

Priority: Medium

Description: Per an employee of the college, they are not aware of if they have a First Aid Kit. This area should be provided with a First Aid Kit and the located should be made known to all staff and students.

Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - CDC - Toddler Play Area

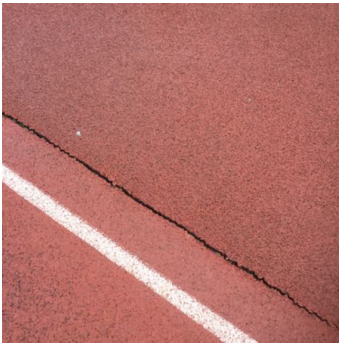
Priority: Medium

Description: Signage indicating the intended age group of the equipment and supervision requirements should be posted in a clearly visible area near the perimeter of the play structure.

Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Football Stadium

Priority: Medium

Description: Inadequate conditions occur when raised edges and voids are present in unitary tile or pour in place surfacing material. Raised edges present an elevated trip hazard. Raised edges and voids in unitary tile or pour in place surfacing material should be repaired to improve conditions.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Gym-Fitness Room 136

Priority: Medium

Description: Exit signs should remain illuminated whenever a room or area is occupied. Defective exit signs or illumination bulbs should be repaired or replaced immediately.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - KVCR/Media Communications (MC) Building Hallway By Equipment Storage MC 153

Priority: Medium

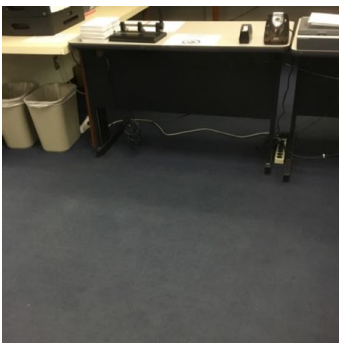
Description: Exits and emergency evacuation routes should be kept clear of obstructions at all times in order to ensure safe egress. Exit and emergency evacuation routes shall be no less than 30" wide at any point.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - LA Building - High Tech Center

Priority: Medium

Description: Connecting extension cords and/or multi outlet power strips end-to-end presents an elevated risk of fire or circuit overload.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - LA Building - Lecture Hall LA 100

Priority: Medium

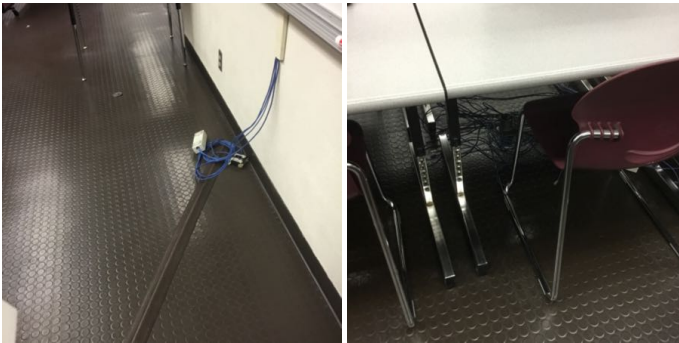
Description: The vinyl transition strip is loose creates a trip hazard. The vinyl transition strip should be repaired or replaced to reduce this hazard.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - LA Building - Reading Lab 206/207

Priority: Medium

Description: Computer wiring on the floor creates a trip hazard in this area. The computer wires should be re-routed or covered with a floor wire molding to reduce this hazard.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - LA Building - Writing Center Room LA-201

Priority: Medium

Description: Exits and emergency evacuation routes should be kept clear of obstructions at all times in order to ensure safe egress. Exit and emergency evacuation routes shall be no less than 30" wide at any point.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Music Lab NH Room 216

Priority: Medium

Description: Connecting extension cords and/or multi outlet power strips end-to-end presents an elevated risk of fire or circuit overload.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Outside Student Health Services

Priority: Medium

Description: Raised sections of sidewalk or concrete flatwork present a trip hazard. Raised sections of sidewalk or flatwork should be ground down or replaced to reduce this hazard.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - Parking Lot 8

Priority: Medium

Description: Raised or cracked sections of asphalt present a trip hazard. Raised or cracked sections of asphalt should be repaired to reduce this hazard.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - PreSchool Play Area

Priority: Medium

Description: Signage indicating the intended age group of the equipment and supervision requirements should be posted in a clearly visible area near the perimeter of the play structure.

Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - PreSchool Play Area

Priority: Medium

Description: Gaps between the slide bed and the transition platform or between slide sections present

an entanglement hazard. Gaps between the slide bed and transition platform or between slide sections should be eliminated to reduce this hazard.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - PreSchool Play Area

Priority: Medium

Description: 1. Broken down, compacted or displaced loose fill surfacing material presents an elevated risk of head impact injuries. Adequate loose fill surfacing material depth should be determined based on the fall height of adjacent play equipment. Surfacing material should be added or re-distributed in this area to improve conditions and reduce this risk of head impact injuries. 2. Exposed weed barrier material presents an elevated trip hazard. Exposed weed barrier material should be covered or removed to reduce this hazard.



Location: San Bernardino Community College - SAN BERNARDINO VALLEY COLLEGE - PS Math Room PS 107

Priority: Medium

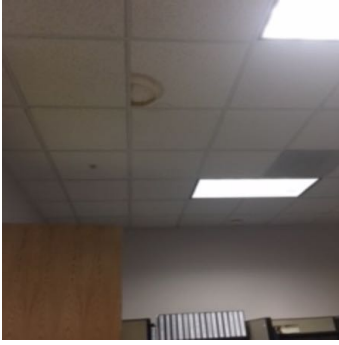
Description: Computer wiring on the floor creates a trip hazard in this area. The computer wires should be re-routed or covered with a floor wire molding to reduce this hazard.



Location: San Bernardino Community College - TECHNOLOGY & EDUCATIONAL SUPPORT SERVICES - Administrative Application Systems

Priority: Medium

Description: Some of the acoustic ceiling tiles in this area are water stained. The cause of the water stain should be identified and repairs should be made if necessary.



Location: San Bernardino Community College - TECHNOLOGY & EDUCATIONAL SUPPORT
SERVICES - Print Shop Electrical/Custodial

Priority: Medium

Description: A minimum 36" clearance zone should be maintained around the electrical panel at all times.

