Use this checklist as a guide to help prepare for your final pre-opening inspection. Not all items may apply to your project.

**General**

- In your building commissioning report, show you meet these ventilation requirements:

<table>
<thead>
<tr>
<th>Room type</th>
<th>Airflow</th>
<th>ccf per minute (cfm) per person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten–2nd grade</td>
<td></td>
<td>15</td>
</tr>
<tr>
<td>3rd–12th grade</td>
<td></td>
<td>13</td>
</tr>
<tr>
<td>Science</td>
<td></td>
<td>17</td>
</tr>
<tr>
<td>Art</td>
<td></td>
<td>19</td>
</tr>
<tr>
<td>Career and technical education (CTE)</td>
<td></td>
<td>19</td>
</tr>
<tr>
<td>Weight room</td>
<td></td>
<td>26</td>
</tr>
</tbody>
</table>

Refer to ASHRAE Standard 62.1 for other specialty area requirements.

- Turn on and balance the heating ventilation and air conditioning (HVAC) system.
- Make sure bathrooms and custodial closets have negative air pressure.
- Provide exhaust ventilation for 3D printers.
- Provide exhaust ventilation for printers/copiers/laminators and other equipment that produce volatile organic compounds (VOCs).
- Provide 30-foot candles of light at all desks/work surfaces in classrooms/libraries/study rooms.
- Provide 10-foot candles of light in all hallways.
- Background noise levels are 45 dBA or lower in all classrooms.
- Anchor all bookcases/shelving over 4 feet high.
- Make sure outlets within 6 feet of a water source are protected by ground fault circuit interruption (GFCI).
- Make sure upper story windows don’t open greater than 4 inches.
- Provide window coverings.
- Install door sweeps on all exterior doors.
- Provide walk off mats at all entryways.
- Make sure temperature is at least 65°F in all rooms and hallways.

**Health room**

- Make sure room has negative air pressure to surrounding rooms.
- Provide locking storage for medications.

**Bathrooms**

- Make sure room has negative air pressure to surrounding rooms.
- Provide 10-foot candles of light in all bathrooms.
- Stock handwash sinks with soap and paper towels.
- Make sure handwash sinks provide hot water between 90–120°F.
- Make sure self-closing faucets provide at least 10 seconds of continuous water flow.
- Provide sanitary napkin bins in girls bathrooms.

**Gym**

- Provide 20-foot candles of light in all gymslocker rooms.
- Provide wall pads behind basketball hoops.
- Make sure showers provide hot water between 100–120°F.
- Make sure temperature is at least 60°F.
Specialty classrooms

- Make sure rooms have negative air pressure to surrounding rooms.
- Make sure on-demand ventilation (for science labs) is functional.
- Provide exhaust ventilation for all kilns.
- Make sure sawdust collection system:
  - Is installed/connected to equipment.
  - Operates at 65 dBA or lower.
- Provide 50-foot candles of light at all desks/work surfaces in special instruction areas, including chemical storage areas.
- Make sure emergency eyewash station:
  - Is installed as required.
  - Provides water flow of 0.4 gallons per minute for 15 minutes.
  - Has tepid water 60–100°F.
  - Has eyewash caps that are easily dislodged when activated.
  - Requires only 1-step activation.
  - Is drained to allow for easy testing.
- Make sure emergency shower:
  - Is installed as required.
  - Provides water flow of 20 gallons per minute for 15 minutes.
  - Has tepid water 60–100°F.
  - Requires only 1-step activation.
  - Is drained to allow for easy testing.
  
  Note: A bucket/trash can is required to test the shower during the pre-opening.
- Make sure fume hood:
  - Is installed as required.
  - Is calibrated to provide at least 60 linear feet per minute with the sash at 12 inches.
  - Has documentation of testing.
- Make sure flammables cabinet:
  - Is installed as required.
  - Has doors that self-close and self-latch.
- Make sure chemical storeroom has:
  - Earthquake lips installed on shelving for chemicals.
  - A door that self-closes and locks.
  - A door with a fire rating of at least 1 hour.
- Make sure emergency shut-off switches (electrical/gas) are installed, labeled, and functional.
- Provide first aid kit.
- Provide spill clean-up kit.
- Install nonslip flooring within the operator use zones of shop equipment.
- Provide safety zones around all shop equipment. Recommend at least 2-foot zone.
- Post shop safety rules.
- Post shop equipment operating instructions/safety reminder signs.
- Provide fire extinguishers/fire blankets.

Questions?
Contact communitysafety@tpchd.org or (253) 649-1713.