

Automation

Task Code	Task Description	Shop / Task Type
AUTOM-BEAMDET	Beam Detector Broken	Automation
AUTOM-CMPTR	Computer and Software Issues	Automation
AUTOM-CRDACCS	Card Access Repair	Automation
AUTOM-DORCNTC	Door Contact Repair	Automation
AUTOM-FANS	Fans Not Running	Automation
AUTOM-GLASS	Glass Break Broken	Automation
AUTOM-INTRUS	Intrusion Panel not Communicating	Automation
AUTOM-LIGHT	Lighting Repair	Automation
AUTOM-MOTION	Motion Detector Broken	Automation
AUTOM-PA	PA Repair	Automation
AUTOM-PHONE	Phone Repair	Automation
AUTOM-PRJCT-RP	Projector (Repair)	Automation
AUTOM-PUMP	Pumps Not Running	Automation
AUTOM-REPAIR	General Repair	Automation
AUTOM-RPL-LTFM	BAS Replacement - LTFM	Automation
AUTOM-SCHED	Schedule Controls	Automation
AUTOM-TRAINING	Automation Training Request	Automation
AUTOM-WHT-RPR	Interactive White Board (Repair)	Automation

Carpentry

Task Code	Task Description	Shop / Task Type
CARP-ACSTCTILE	Acoustic Tile Replace-Repair	Carpentry
CARP-AUDSTNG	Auditorium Seating Repair	Carpentry
CARP-BANNERS	Banner	Carpentry
CARP-BENCH	Benches	Carpentry
CARP-BLEACHR	Bleachers	Carpentry
CARP-BLINDS	Window Blinds, Repair	Carpentry
CARP-BLLTNBRD	Bulletin Board	Carpentry
CARP-CABINET	Cabinets	Carpentry
CARP-CAULK	Caulking	Carpentry
CARP-CHAIR	Chair Repair	Carpentry
CARP-CLNGGRID	Suspended Ceiling Grid	Carpentry
CARP-CLNGTILE	Suspended Ceiling Tile	Carpentry
CARP-CNTRTOP	Countertops	Carpentry
CARP-COATHK	Coat Hooks	Carpentry
CARP-COATRK	Coat Racks	Carpentry
CARP-CURTAIN	Curtain Repair	Carpentry
CARP-DESK	Desk Repair	Carpentry
CARP-DIVIDER	Room/Gym Divider Repair	Carpentry
CARP-DOOR	Door Repair	Carpentry
CARP-DOOR-LTFM	Doors and Hardware - LTFM	Carpentry
CARP-DRFRAME	Door Frame Repair	Carpentry
CARP-DRHRDWR	Door Hardware Repair	Carpentry

CARP-DSPLYCS	Display Case	Carpentry
CARP-EQUIP	Equipment	Carpentry
CARP-FEXTCAB	Fire Extinguisher Cabinet	Carpentry
CARP-FILECAB	File Cabinet Repair	Carpentry
CARP-FLAG	Flags	Carpentry
CARP-FLR-CRPT	Carpet Repair	Carpentry
CARP-FLR-TILE	Floor Tile Repair	Carpentry
CARP-FURN-ASSM	Furniture Assembly	Carpentry
CARP-FURN-RPR	Furniture Repair	Carpentry
CARP-GRGDR	Garage Door Repair	Carpentry
CARP-GYMEQ	Gym Equipment	Carpentry
CARP-GYMFLR	Gym Floor Repair	Carpentry
CARP-HASPINST	Hasp Installation	Carpentry
CARP-KEYBOX	Keybox Repair	Carpentry
CARP-LCKBX-INS	Lock Box Installation	Carpentry
CARP-LOCK-INS	Locks, Install	Carpentry
CARP-LOCK-PICK	Locks, Pick	Carpentry
CARP-LOCK-RPR	Locks, Repair	Carpentry
CARP-LTFM	Carpentry LTFM Work	Carpentry
CARP-MAGDOOR	Magnetic Door Repair	Carpentry
CARP-MAPS	Maps	Carpentry
CARP-MLDGBSB	Moldings, Baseboard	Carpentry
CARP-MOVIE	Movie Screen	Carpentry
CARP-PADLOCK	Furnish Padlock	Carpentry
CARP-PANICBAR	Panic Bar Repair	Carpentry
CARP-PENCIL	Pencil Sharpener	Carpentry
CARP-PIANO	Piano	Carpentry
CARP-PICTURES	Pictures/Plaques	Carpentry
CARP-RADCOVER	Radiator Cover Repair	Carpentry
CARP-RAILING	Railings	Carpentry
CARP-REPAIR	General Repair	Carpentry
CARP-RFHATCH	Roof Hatch Door	Carpentry
CARP-SHELVES	Shelving Repair	Carpentry
CARP-SHTRK	Sheetrock Repair	Carpentry
CARP-SHTRKCLNG	Sheetrock Ceiling	Carpentry
CARP-SIGNAGE	Signage	Carpentry
CARP-SNDPROOF	Soundproofing	Carpentry
CARP-SPKRMNT	Speakers Mounting	Carpentry
CARP-STAGE	Stage Repair	Carpentry
CARP-STAGEEQ	Stage Equipment	Carpentry
CARP-STALL-DR	Toilet Stall Door Repair	Carpentry
CARP-STALL-PRT	Toilet Stall Partition Repair	Carpentry
CARP-STEPS	Steps Repair	Carpentry
CARP-TABLE	Table Repair	Carpentry
CARP-TVMNT	TV Wall Mounts	Carpentry
CARP-VINYLBAS	Base, Vinyl Repair	Carpentry
CARP-WHTBRD	White Board	Carpentry

CARP-WNDWFRM	Window Frame/Support, Repair	Carpentry
CARP-WNDWHRD	Window Hardware, Repair	Carpentry
CARP-WNDWOPS	Window Operations, Repair	Carpentry
CARP-WNDWSHD	Window Shade Repair	Carpentry
CARP-WOOD-RPR	Base, Wood Repair	Carpentry
CARP-WTHRSTRP	Weatherstrip	Carpentry
LOCK-KEYS-INTX	Interior / Exterior Door Keys	Carpentry

TMA Help / Change Requests

Task Code	Task Description	Shop / Task Type
CMMS-CHANGE	CMMS Admin Change Management Protocol	CMMS Administration
CMMS-EDIT	Edit Equipment or Location Information	CMMS Administration
CMMS-MISSING	Missing Equipment or Location	CMMS Administration
CMMS-Other	Other needed change to CMMS	CMMS Administration
CMMS-PM	Edit or Reschedule PM	CMMS Administration
CMMS-REMOVE	Deactivate Equipment or Location	CMMS Administration
CMMS-TASK	Edit or Create Task	CMMS Administration

Custodial

Task Code	Task Description	Shop / Task Type
CUST-GENERAL	Custodial Engineer General Services	Custodial
CUST-PEST	Pest Control	Custodial

Distribution

Task Code	Task Description	Shop / Task Type
DIST-BTBMOVE	Building to Building Move	Distribution - Warehouse
DIST-FURNEVT	Furniture Request - Event	Distribution - Warehouse
DIST-FURNSUR	Furniture Request - Surplus	Distribution - Warehouse

Electrical

Task Code	Task Description	Shop / Task Type
ELEC-ADADOOR	Handicap Door Repair	Electrical
ELEC-APPL	Appliance	Electrical
ELEC-BELLS	Bells Repair	Electrical
ELEC-CLOCK	Clock Repair	Electrical
ELEC-CONDUIT	Conduit	Electrical
ELEC-DATA	Data Repair	Electrical
ELEC-EMLIT	Emergency Lighting Repair	Electrical
ELEC-EXITSIGN	Exit Sign Repair	Electrical
ELEC-HANDDRY	Hand Dryer Repair	Electrical
ELEC-ISSUE	Electrical Problem (Describe)	Electrical
ELEC-KILN	Kiln Repair	Electrical
ELEC-LIGHT-ADD	Additional Lighting	Electrical
ELEC-LIGHT-OUT	Lights Out	Electrical

ELEC-LIT-BLLST	Ballast/Lamps Repair	Electrical
ELEC-LIT-LENS	Fixture Lense Repair	Electrical
ELEC-MOTOR	Motor Repair	Electrical
ELEC-OUTAGE	Power Outage	Electrical
ELEC-PANEL	Electrical Panel Repair	Electrical
ELEC-RCPT-INS	Additional Outlet Installation	Electrical
ELEC-RCPT-REPR	Outlet Repair	Electrical
ELEC-REPAIR	General Repair	Electrical
ELEC-SCRBRD	Scoreboard Repair	Electrical
ELEC-SWTCH	Switch Repair	Electrical

ESG

Task Code	Task Description	Shop / Task Type
ENVSVC-BLR-INS	Exterior Boiler Insulation	Environmental Services
ENVSVC-IAQ	IAQ Inspection	Environmental Services
ENVSVC-IAQ-LTF	IAQ - LTFM	Environmental Services
ENVSVC-PIP-INS	Pipe Insulation	Environmental Services

Planning

Task Code	Task Description	Shop / Task Type
PLAN-FLR	Planning - Flooring Replacement	Facility Planning
PLAN-GNL	Planning - General Request/Issue	Facility Planning
PLAN-PRJCTR	Projector Install/Request	Facility Planning
PLAN-SITE-VST	FMP Site Visit	Facility Planning
PLAN-WHTBRD	Interactive White Board	Facility Planning

Glazing

Task Code	Task Description	Shop / Task Type
GLAZ-CAULK	Window, Caulking	Glazing
GLAZ-DISPLYGLS	Display Case Glass, Repair	Glazing
GLAZ-DOORGLS	Door Glass, Repair	Glazing
GLAZ-FDSRVC	Food Service Equipment Repair	Glazing
GLAZ-FEXTGLSS	Fire Extinguisher Door Glass, Repair	Glazing
GLAZ-MIRROR	Mirrors, Repair	Glazing
GLAZ-REPAIR	Glazier Repair	Glazing
GLAZ-SCREEN	Window Screen(s), Repair	Glazing
GLAZ-SIDELT	Side Light, Repair	Glazing
GLAZ-SKYLIGHT	Skylight, Repair	Glazing
GLAZ-WNDOW	Window Glass, Repair	Glazing

Grounds

Task Code	Task Description	Shop / Task Type
GRNDS-FENCE	Fence Repair	Grounds
GRNDS-FIELD	Field Prep and Lining	Grounds

GRNDS-FIELDDAY	Field Day	Grounds
GRNDS-GASCAN	Gas Can Delivery	Grounds
GRNDS-GASDLVR	Gas Delivery	Grounds
GRNDS-GOALS	Soccer Goals	Grounds
GRNDS-GRASS	Grass Cutting	Grounds
GRNDS-LAWNEQ	Lawn Equipment	Grounds
GRNDS-MELT	Ice Melt	Grounds
GRNDS-OPENSWR	Open Sewers	Grounds
GRNDS-OUTDREQ	Outdoor Equipment Repair	Grounds
GRNDS-PEACEPOL	Peace Pole	Grounds
GRNDS-PEAROCK	Pea Rock for Play Areas	Grounds
GRNDS-PLOW	Plow	Grounds
GRNDS-PUMPWTR	Pump Water	Grounds
GRNDS-REPAIR	General Repair	Grounds
GRNDS-SALTSAND	Salt / Sand Mix	Grounds
GRNDS-SAND	Sand	Grounds
GRNDS-SIGNAGE	Signage Repair	Grounds
GRNDS-SNOW	Snow Removal	Grounds
GRNDS-SNOW-E	Snow Event - Route East	Grounds
GRNDS-SNOW-E-2	Snow Event - Route East 2	Grounds
GRNDS-SNOW-E-4	Snow Event - Route East 4	Grounds
GRNDS-SNOW-E-5	Snow Event - Route East 5	Grounds
GRNDS-SNOW-E-7	Snow Event - Route East 7	Grounds
GRNDS-SNOW-E-8	Snow Event - Route East 8	Grounds
GRNDS-SNOW-E-9	Snow Event - Route East 9	Grounds
GRNDS-SNOW-E-V	Snow Event - Route East V	Grounds
GRNDS-SNW-PRK	Snow Event - Route Parks	Grounds
GRNDS-STAD	Stadium Work	Grounds
GRNDS-SWEEP	Sweep	Grounds
GRNDS-TENNIS	Tennis Court Repair	Grounds
GRNDS-TRADE	Support of Trades	Grounds
GRNDS-TRASH	Trash Clean-Up Removal	Grounds
GRNDS-TRIM	Tree Bush Trimming	Grounds
GRNDS-TRSH-FLD	Trash on Field	Grounds
GRNDS-TRSH-SCH	Trash at School	Grounds
GRNDS-WEEDKLR	Weed Killer Delivery	Grounds
GRNDS-WHIP	Weed Whipping	Grounds
GRNDS-WHP-LINE	Weed Whip Line	Grounds
GRNDS-WOODCHP	Woodchips	Grounds

Labor

Task Code	Task Description	Shop / Task Type
LABOR-APPL-DLV	Appliance Delivery	Labor
LABOR-APPL-PUP	Appliance Pickup	Labor
LABOR-ASPHALT	Asphalt Repair	Labor
LABOR-ATEQDOWN	Athletic Equipment - Take Down and Haul	Labor

LABOR-ATEQSTP	Athletic Equipment - Haul and Setup	Labor
LABOR-CLEAN	Cleaning	Labor
LABOR-DONATE	Donated Materials	Labor
LABOR-ENVASSET	Environmental Assets	Labor
LABOR-EQUIP	Equipment	Labor
LABOR-FURN	Furniture	Labor
LABOR-GENERAL	General Labor Services	Labor
LABOR-GYMEQ	Gymnastics Equipment	Labor
LABOR-KITEQ	Kitchen Equipment	Labor
LABOR-MISC	Miscellaneous, Junk	Labor
LABOR-PIANO	Piano	Labor
LABOR-TRADE	Support of Trades	Labor
LABOR-WGHTLIFT	Weight Lifting Equipment	Labor

Lockshop

Task Code	Task Description	Shop / Task Type
LOCK-CABKEYS	Cabinet Keys	Lock and Key
LOCK-KEYS-FRNS	Furnish Keys	Lock and Key
LOCK-KEYS-RMVL	Key Removal	Lock and Key

Maintenance Supervisors

Task Code	Task Description	Shop / Task Type
AUTOM-CAMERA	Security Camera Repair	Maintenance Supervisors
MNTSPR-CCTV	CCTV Repair	Maintenance Supervisors
MNTSPR-GEN-PM	Generator Maintenance (Scheduled)	Maintenance Supervisors
MNTSPR-GEN-RPR	Generator Repair	Maintenance Supervisors

Masonry

Task Code	Task Description	Shop / Task Type
MSN-CEMENTRPR	Cement Repair (General)	Masonry
MSN-FIREBRICK	Firebrick (Boiler)	Masonry
MSN-FLRTILE	Ceramic Floor Tile Repair	Masonry
MSN-REPAIR	Masonry Repair (General)	Masonry
MSN-SDWLK	Cement Sidewalks, Repair	Masonry
MSN-STEPS	Cement Steps, Repair	Masonry
MSN-STONEWLL	Stone Wall	Masonry
MSN-TUCKPT	Tuck-point	Masonry
MSN-WALLCMNT	Cement Wall Repair	Masonry
MSN-WALLRPR	Brick / Block Wall Repair	Masonry
MSN-WALLTILE	Wall Tile	Masonry

Mechanic - Small Engine & Vehicles

Task Code	Task Description	Shop / Task Type
MECH-ENG-RPR	Small Engine Repair	Mechanic

MECH-LAWNEQ	Lawn Equipment Repair	Mechanic
MECH-SNOWEQ	Snow Equipment Repair	Mechanic
MECH-VEH-RPR	Vehicle Repair	Mechanic
MECH-WHIPRPR	Weed Whip Repair	Mechanic

Painting

Task Code	Task Description	Shop / Task Type
PNT-DOOR-EXT	Door - Exterior	Paint
PNT-DOOR-INT	Door - Interior	Paint
PNT-EXT	Paint Exterior	Paint
PNT-FLAGPOLE	Flag Pole	Paint
PNT-FLOOR	Floor	Paint
PNT-GRFFTI-EXT	Graffiti - Exterior	Paint
PNT-GRFFTI-INT	Graffiti - Interior	Paint
PNT-INT	Interior	Paint
PNT-SIGN-EXT	Exterior Sign	Paint
PNT-SIGN-INT	Interior Sign/Graphic	Paint
PNT-STRIFE	Stripe	Paint
PNT-STUCCO	Stucco Repair	Paint
PNT-WALL-VNYL	Vinyl Wall Repair	Paint

Pipefitting

Task Code	Task Description	Shop / Task Type
PIPE-BEARING	Bearing Repair	Pipefitter
PIPE-BLR-GS-LK	Gas Leak, Boiler	Pipefitter
PIPE-BLWDWN	Auto Blow Down Malfunction	Pipefitter
PIPE-BOILER	Boiler Repair	Pipefitter
PIPE-BURNER	Burner Repair	Pipefitter
PIPE-CMP-AR-LK	Compressor Leaking Air	Pipefitter
PIPE-CMP-DOWN	Compressor Down	Pipefitter
PIPE-COIL	Coil Leak	Pipefitter
PIPE-COLDROOM	Cold Room - Pneumatic Controls	Pipefitter
PIPE-COND-PMP	Condensate Pumps	Pipefitter
PIPE-EXCSS-RUN	Excessive Run Time	Pipefitter
PIPE-GYMEQ	Gym Equipment Repair	Pipefitter
PIPE-HEAT-LTFM	Heating Systems Def. Maint. - LTFM	Pipefitter
PIPE-HOTROOM	Hot Room - Pneumatic Controls	Pipefitter
PIPE-INDUSTEQ	Industrial Arts Equipment Repair	Pipefitter
PIPE-INSPECT	Inspection	Pipefitter
PIPE-INTBLRINS	Interior Boiler Insulation	Pipefitter
PIPE-NOISE	Noisy Equipment	Pipefitter
PIPE-OTHR-EQP	Other Mechanical Equipment	Pipefitter
PIPE-PIPE-LK	Leak - Pipe	Pipefitter
PIPE-PNEUM-LK	Pneumatic Leak	Pipefitter
PIPE-POOLEQ	Pool Equipment Repair	Pipefitter

PIPE-REPAIR	General Repair	Pipefitter
PIPE-SHAFT-RPR	Shaft Repair	Pipefitter
PIPE-STUFFY	Stuffy Room	Pipefitter
PIPE-TANK-LK	Tank Leak	Pipefitter
PIPE-TUBE-LK	Leaking Tubes	Pipefitter
PIPE-VALVE-LK	Valve Leak	Pipefitter
PNT-PLSTR	Plaster Work	Plasterer
PNT-PLSTR-CLNG	Plaster Ceiling	Plasterer
PNT-PLSTR-WALL	Plaster Wall Repair	Plasterer

Playgrounds

Task Code	Task Description	Shop / Task Type
PLAY-INSP-HIGH	Playground Inspection (High-Frequency)	Playground
PLAY-INSP-LOW	Playground Inspection (Low-Frequency)	Playground
PLAY-REPAIR	Playground Repair	Playground

Plumbing

Task Code	Task Description	Shop / Task Type
PLMB-CONDMPM	Condensate Pumps	Plumbing
PLMB-DRINKFTN	Drinking Fountain Repair	Plumbing
PLMB-DSPNSR	Dispensers (TP, Towel, Sanitary Napkins)	Plumbing
PLMB-EYEWASH	Eye Wash Repair	Plumbing
PLMB-FAUCET	Faucet Repair	Plumbing
PLMB-FOODSVCEQ	Food Service Equipment Repair	Plumbing
PLMB-GNL	Plumbing Repair - General	Plumbing
PLMB-HTPMP	Heat Pumps	Plumbing
PLMB-LEAK-AIR	Air Leak	Plumbing
PLMB-LEAK-GAS	Gas Leak, Other	Plumbing
PLMB-LEAK-PIPE	Leak - Pipe	Plumbing
PLMB-LEAK-TANK	Tank Leak	Plumbing
PLMB-LEAK-VLV	Valve Leak	Plumbing
PLMB-NOISE	Noisy Equipment	Plumbing
PLMB-PLUG-DSP	Plugs - Garbage Disposal	Plumbing
PLMB-PLUG-FLR	Plugs - Floor Drain	Plumbing
PLMB-PLUG-FXTR	Plugs - Plumbing Fixture	Plumbing
PLMB-PLUG-RF	Plugs - Roof Drain	Plumbing
PLMB-PLUG-STRM	Plugs - Storm Drain	Plumbing
PLMB-PMP-DHW	Pump Repair - Domestic Hot Water	Plumbing
PLMB-PMP-POOL	Pump Repair - Pool	Plumbing
PLMB-PMP-SUMP	Sump Pump Repair	Plumbing
PLMB-PMP-SWR	Pump Repair - Sewer	Plumbing
PLMB-POOLEQ	Pool Equipment Repair	Plumbing
PLMB-RPZ	Plumbing RPZ	Plumbing
PLMB-SINK-RPR	Sink Repair	Plumbing
PLMB-SMELL	Sewer Smell	Plumbing

PLMB-SPIGOT	Spigot Repair	Plumbing
PLMB-SRV	Safety Relief Valve, Inspect/Replace	Plumbing
PLMB-TLT-RPR	Toilet Repair	Plumbing
PLMB-URNL-RPR	Urinal Repair	Plumbing
PLMB-WH	Water Heater	Plumbing
PLMB-WST-VNT	Leak - Waste / Vent	Plumbing

Roofing

Task Code	Task Description	Shop / Task Type
ROOF-DAMAGE	Roof Damage	Roof
ROOF-DEBRIS	Roof Debris	Roof
ROOF-DRAIN	Roof Drain	Roof
ROOF-FLASHING	Flashing	Roof
ROOF-GUTTERS	Gutters - Roofers	Roof
ROOF-LEAK	Roof Leak	Roof
ROOF-LEAK-HVAC	Ac/Vent/Duct Leak	Roof
ROOF-REPAIR	Roof Repair - General	Roof
ROOF-SHINGLE	Shingle	Roof
ROOF-WINTER	Winter Work	Roof

Sheetmetal

Task Code	Task Description	Shop / Task Type
SHTMTL-BEARING	Bearing Repair	Sheetmetal
SHTMTL-BELTGRD	Belt Guard Install	Sheetmetal
SHTMTL-DAMPER	Damper Repair	Sheetmetal
SHTMTL-DCT-EXT	Exterior Duct Work	Sheetmetal
SHTMTL-DCT-INT	Interior Duct Work	Sheetmetal
SHTMTL-DUCT	Duct Work Repair	Sheetmetal
SHTMTL-FAB-DST	Sheet Metal - Fabricate Parts for Distribution Team	Sheetmetal
SHTMTL-FAB-FD	Sheet Metal - Fabricate Parts for Food Service	Sheetmetal
SHTMTL-FAB-GRD	Sheet Metal - Fabricate Parts for Grounds	Sheetmetal
SHTMTL-FAB-TRD	Sheet Metal - Fabricate Parts for Trades	Sheetmetal
SHTMTL-FDAMP	Fire Damper Repair	Sheetmetal
SHTMTL-FLSHNG	Flashing	Sheetmetal
SHTMTL-FLTR-RK	Supply Fan - Filter Rack Repair	Sheetmetal
SHTMTL-GENFAB	General Sheetmetal Fabrication	Sheetmetal
SHTMTL-GUTTER	Gutters	Sheetmetal
SHTMTL-HIFLW	Too Much Airflow	Sheetmetal
SHTMTL-HVACSUP	Register, Grill & Diffuser Repair	Sheetmetal
SHTMTL-LADDER	Ladder Repair	Sheetmetal
SHTMTL-LOCKER	Locker Repair	Sheetmetal
SHTMTL-LOUVER	Louver Repair	Sheetmetal
SHTMTL-LOWFLOW	Not Enough Airflow	Sheetmetal
SHTMTL-RADCVR	Radiator Cover Repair	Sheetmetal
SHTMTL-REPAIR	General Repair	Sheetmetal

SHTMTL-SHAFT	Shaft Repair	Sheetmetal
SHTMTL-STLL-DR	Toilet Stall Door Repair	Sheetmetal
SHTMTL-STLL-PR	Toilet Stall Partition Repair	Sheetmetal
SHTMTL-STUFFY	Stuffy Room	Sheetmetal
SHTMTL-VENTISS	Ventilation Issues	Sheetmetal