

**校园建筑及其附属设备设施运行、维护和安全管理**

**自查报表（雁塔校区）**

第

1

期

**总务处编制**

**2018年3月14日审 阅 单**

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| 报送内容： （雁塔校区）校园建筑及其附属设备设施运行、维护和安全管理自查报表 | | | | | |
| 送审人：杨学军 | | 报送科室：生产安全与综合管理科 | | 审核人：杜玉峰 | |
| 报表周期：2018年1月1日——2月28日 | | 制作日期：2018年3月14日 | | 送审日期：2018年3月15日 | |
| 未处理问题及  重点问题 |  | | | | |
| 处长意见 |  | | | | |
| 分管处长  意见 |  | |  | |  |

**编制说明**

总务处负责我校水、电、暖、气供应，特种设备运行，饮食卫生、校园环境监督，修缮工程施工等教学及生活保障工作。本报表根据各科室业务的日常安全检查要点内容进行编制，分别从检查过程中存在的问题，整改措施，整改结果等方面进行后勤设施设备自查情况的汇总及隐患上报，通过隐患排查及整改减少安全事故的发生，确保学校教育教学工作的顺利开展，为我校师生、住户提供安全、舒适的校园环境及生活环境。

**负 责 人：**刘 虹

**审 核 人：**杜玉峰 吉 华

**业务主管：**杜玉峰 杨建安 赵 珊 张福尧

**依 据：**生产安全日常检查要点手册

**编 写：**赵欣悦 吉 华 李金丽 程文清 白翠红 张福尧

**业务范围：**供 水 供 电 供 暖 电梯运行 饮食供应

物业服务监督 校园绿化及卫生监督 修缮工程施工

**填表说明**

对所发现问题用不同颜色标注以区分其解决情况：第1次发现而未解决用黄色标注，第2次发现而未解决用粉色标注，第3次发现而未解决用红色标注，3次以上发现而未解决用深红色标注；对于重点问题用绿色突出体现。本月自查情况如下：

1、本表每2周填报1次，1个月汇总一次，内容填报时间为本月1日至本月30日。

2、“运行状况”栏填写“正常”或“异常”。

3、“存在问题”、“整改措施”栏所填内容尽量详细、准确。

4、“整改结果”栏填写“已整改”、“正在整改”或“未整改”。

5、编写人如实填写报表内容，及时处理存在问题；审核人严格审查报表格式及内容，并督促整改问题。

6、主送处长、副处长，抄送主管副校长。

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第12期自查报表呈现问题解决情况报告

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| **报送科室** | **所属表格** | **存在问题** | **整改措施** | **整改结果** |
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**表1-1：雁塔校区供水设备设施安全自查报表(1月1日—1月15日) 巡查人：王智刚**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **供水系统名称** | **设备类型** | | **巡查**  **日期** | **参数** | | **运行状况** | **存在问题** | | **整改措施** | **整改结果** |
| **大楼北水泵房** | **管网加压泵（6台）** | | 1.10 | — | | 正常 |  | |  |  |
| **恒压罐（1台）** | | 1.10 | — | | 正常 |  |
| **排风系统（1套）** | | 1.10 | — | | 正常 |  |
| **污水泵（2台）** | | 1.10 | — | | 正常 |  |
| **控制柜（1面）** | | 1.10 | — | | 正常 |  |
| **大楼负一楼加压设备间** | **1号变频加压泵** | | 1.10 | 变频温度：30℃；累计功耗：1388KWH | | 正常 |  | |  |  |
| **2号变频加压泵** | | 1.10 | 变频温度：25℃；累计功耗：1047KWH | | 正常 |  |
| **3号变频加压泵** | | 1.10 | 变频温度：23℃；累计功耗：47KWH | | 正常 |  |
| **恒压罐（1台）** | | 1.10 | — | | 正常 |  |
| |  | | --- | | **高压腔压力** | | **超高压腔压力** | | | 1.10 | 压力:0.49MP | | 正常 |  |
| |  | | --- | | **超高压腔压力** | | **超高压腔压力** | | | 1.10 | 压力:0.50MP | | 正常 |  |
| **控制柜（1面）** | | 1.10 | — | | 正常 |  |
| **主要阶段性**  **保养工作** | |  | | | | | | | | |
| **其它需要说明的问题** | | 每周定期启动管网加压泵一次。 | | | | | | | | |
| **市政管网压力** | | 0.34Mpa | | | **日均用水量（吨）** | | | 3366 | | |

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| **表1-2：雁塔校区供水设备设施安全自查报表(1月16日—1月31日) 巡查人：王智刚**   |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **供水系统名称** | **设备类型** | | **巡查**  **日期** | **参数** | | **运行状况** | **存在问题** | | **整改措施** | **整改结果** | | **大楼北水泵房** | **管网加压泵（6台）** | | 1.21 | — | | 正常 |  | |  |  | | **恒压罐（1台）** | | 1.21 | — | | 正常 |  | | **排风系统（1套）** | | 1.21 | — | | 正常 |  | | **污水泵（2台）** | | 1.21 | — | | 正常 |  | | **控制柜（1面）** | | 1.21 | — | | 正常 |  | | **大楼负一楼加压设备间** | **1号变频加压泵** | | 1.21 | 变频温度：26℃；累计功耗：1429KWH | | 正常 |  | |  |  | | **2号变频加压泵** | | 1.21 | 变频温度：27℃；累计功耗：1070KWH | | 正常 |  | | **3号变频加压泵** | | 1.21 | 变频温度：21℃；累计功耗：47KWH | | 正常 |  | | **恒压罐（1台）** | | 1.21 | — | | 正常 |  | | |  | | --- | | **高压腔压力** | | **超高压腔压力** | | | 1.21 | 压力:0.49MP | | 正常 |  | | |  | | --- | | **超高压腔压力** | | **超高压腔压力** | | | 1.21 | 压力:0.50MP | | 正常 |  | | **控制柜（1面）** | | 1.21 | — | | 正常 |  | | **主要阶段性**  **保养工作** | |  | | | | | | | | | | **其它需要说明的问题** | | 每周定期启动管网加压泵一次。 | | | | | | | | | | **市政管网压力** | | 0.33Mpa | | | **日均用水量（吨）** | | | 3366 | | |   **表1-3：雁塔校区供水设备设施安全自查报表(2月1日—2月15日) 巡查人：王智刚**   |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **供水系统名称** | **设备类型** | | **巡查**  **日期** | **参数** | | **运行状况** | **存在问题** | | **整改措施** | **整改结果** | | **大楼北水泵房** | **管网加压泵（6台）** | | 2.2 | — | | 正常 |  | |  |  | | **恒压罐（1台）** | | 2.2 | — | | 正常 |  | | **排风系统（1套）** | | 2.2 | — | | 正常 |  | | **污水泵（2台）** | | 2.2 | — | | 正常 |  | | **控制柜（1面）** | | 2.2 | — | | 正常 |  | | **大楼负一楼加压设备间** | **1号变频加压泵** | | 2.2 | 变频温度：19℃；累计功耗：1513KWH | | 正常 |  | |  |  | | **2号变频加压泵** | | 2.2 | 变频温度：27℃；累计功耗：1104KWH | | 正常 |  | | **3号变频加压泵** | | 2.2 | 变频温度：19℃；累计功耗：47KWH | | 正常 |  | | **恒压罐（1台）** | | 2.2 | — | | 正常 |  | | |  | | --- | | **高压腔压力** | | **超高压腔压力** | | | 2.2 | 压力:0.49MP | | 正常 |  | | |  | | --- | | **超高压腔压力** | | **超高压腔压力** | | | 2.2 | 压力:0.50MP | | 正常 |  | | **控制柜（1面）** | | 2.2 | — | | 正常 |  | | **主要阶段性**  **保养工作** | |  | | | | | | | | | | **其它需要说明的问题** | | 每周定期启动管网加压泵一次。 | | | | | | | | | | **市政管网压力** | | 0.32Mpa | | | **日均用水量（吨）** | | | 2484 | | |   **表1-4：雁塔校区供水设备设施安全自查报表(2月16日—2月28日) 巡查人：王智刚**   |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **供水系统名称** | **设备类型** | | **巡查**  **日期** | **参数** | | **运行状况** | **存在问题** | | **整改措施** | **整改结果** | | **大楼北水泵房** | **管网加压泵（6台）** | | 2.19 | — | | 正常 |  | |  |  | | **恒压罐（1台）** | | 2.19 | — | | 正常 |  | | **排风系统（1套）** | | 2.19 | — | | 正常 |  | | **污水泵（2台）** | | 2.19 | — | | 正常 |  | | **控制柜（1面）** | | 2.19 | — | | 正常 |  | | **大楼负一楼加压设备间** | **1号变频加压泵** | | 2.19 | 变频温度：22℃；累计功耗：1584KWH | | 正常 |  | |  |  | | **2号变频加压泵** | | 2.19 | 变频温度：25℃；累计功耗：1305KWH | | 正常 |  | | **3号变频加压泵** | | 2.19 | 变频温度：19℃；累计功耗：47KWH | | 正常 |  | | **恒压罐（1台）** | | 2.19 | — | | 正常 |  | | |  | | --- | | **高压腔压力** | | **超高压腔压力** | | | 2.19 | 压力:0.49MP | | 正常 |  | | |  | | --- | | **超高压腔压力** | | **超高压腔压力** | | | 2.19 | 压力:0.50MP | | 正常 |  | | **控制柜（1面）** | | 2.19 | — | | 正常 |  | | **主要阶段性**  **保养工作** | |  | | | | | | | | | | **其它需要说明的问题** | | 每周定期启动管网加压泵一次。 | | | | | | | | | | **市政管网压力** | | 0.35Mpa | | | **日均用水量（吨）** | | | 2484 | | |   **表2-1：雁塔校区配电室设备设施及供电安全自查报表(1月1日—1月15日) 巡查人：陈利平**   |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **配电室**  **名称** | **变压器** | **额定容量** | **巡查**  **日期** | **变压器温度**  **(≤80℃)** | **低压总柜 电压（V）** | **低压总柜电流（A）** | **高压柜**  **运行状态** | **低压柜 运行状态** | **存在问题** | **整改措施** | **整改结果** | | **学生变** | **—** | **2000KVA** | 1.9 | 45 | 410 | 1900 | 正常 | 正常 |  |  |  | | **大楼东变** | **—** | **1250KVA** | 1.9 | 33 | 410 | 400 | 正常 | 正常 |  |  |  | | **大楼西变** | **—** | **1250KVA** | 1.9 | 29 | 410 | 230 | 正常 | 正常 |  |  |  | | **南东变** | **—** | **1000KVA** | 1.9 | 油变 | 400 | 460 | 正常 | 正常 |  |  |  | | **附小变** | **—** | **1250KVA** | 1.9 | 41 | 400 | 120 | 正常 | 正常 |  |  |  | | **南西变** | **—** | **1000KVA** | 1.9 | 油变 | 400 | 350 | 正常 | 正常 |  |  |  | | **南中变** | **1号** | **1000KVA** | 1.9 | 油变 | 380 | 470 | 正常 | 正常 |  |  |  | | **2号** | **500KVA** | 1.9 | 39 | 400 | 320 | 正常 | 正常 |  |  |  | | **南高变** | **1号** | **1250KVA** | 1.9 | 51 | 390 | 370 | 正常 | 正常 |  |  |  | | **2号** | **800KVA** | 1.9 | 50 | 380 | 110 | 正常 | 正常 |  |  |  | | **研公寓变** | **1号** | **630KVA** | 1.9 | 54 | 380 | 100 | 正常 | 正常 |  |  |  | | **2号** | **630KVA** | 1.9 | 49 | 400 | 120 | 正常 | 正常 |  |  |  | | **工科楼变** | **—** | **1250KVA** | 1.9 | 55 | 380 | 260 | 正常 | 正常 |  |  |  | | **东箱变** | **1号** | **1250KVA** | 1.9 | 29 | 380 | 300 | 正常 | 正常 |  |  |  | | **2号** | **800KVA** | 1.9 | 29 | 380 | 220 | 正常 | 正常 |  |  |  | | **中心变** | **1号** | **1000KVA** | 1.9 | 35 | 400 | 340 | 正常 | 正常 |  |  |  | | **2号** | **1000KVA** | 1.9 | 40 | 400 | 230 | 正常 | 正常 |  |  |  | | **主要阶段性保养工作** | | | 学生变配电室、研究生公寓变配电室直流屏放电保养 | | | | | | | | | | **其它问题及整改情况** | | |  | | | | | | | | | | **日均供电量（度）** | | | 73100 | | | | | | | | |   **表2-2：雁塔校区配电室设备设施及供电安全自查报表(1月16日—1月31日) 巡查人：陈利平**   |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **配电室**  **名称** | **变压器** | **额定容量** | **巡查**  **日期** | **变压器温度**  **(≤80℃)** | **低压总柜 电压（V）** | **低压总柜电流（A）** | **高压柜**  **运行状态** | **低压柜 运行状态** | **存在问题** | **整改措施** | **整改结果** | | **学生变** | **—** | **2000KVA** | 1.23 | 42 | 420 | 850 | 正常 | 正常 |  |  |  | | **大楼东变** | **—** | **1250KVA** | 1.23 | 32 | 410 | 290 | 正常 | 正常 |  |  |  | | **大楼西变** | **—** | **1250KVA** | 1.23 | 30 | 420 | 210 | 正常 | 正常 |  |  |  | | **南东变** | **—** | **1000KVA** | 1.23 | 油变 | 400 | 490 | 正常 | 正常 |  |  |  | | **附小变** | **—** | **1250KVA** | 1.23 | 44 | 410 | 100 | 正常 | 正常 |  |  |  | | **南西变** | **—** | **1000KVA** | 1.23 | 油变 | 400 | 320 | 正常 | 正常 |  |  |  | | **南中变** | **1号** | **1000KVA** | 1.23 | 油变 | 380 | 420 | 正常 | 正常 |  |  |  | | **2号** | **500KVA** | 1.23 | 38 | 410 | 430 | 正常 | 正常 |  |  |  | | **南高变** | **1号** | **1250KVA** | 1.23 | 54 | 400 | 330 | 正常 | 正常 |  |  |  | | **2号** | **800KVA** | 1.23 | 54 | 380 | 100 | 正常 | 正常 |  |  |  | | **研公寓变** | **1号** | **630KVA** | 1.23 | 54 | 380 | 100 | 正常 | 正常 |  |  |  | | **2号** | **630KVA** | 1.23 | 49 | 400 | 120 | 正常 | 正常 |  |  |  | | **工科楼变** | **—** | **1250KVA** | 1.23 | 55 | 380 | 260 | 正常 | 正常 |  |  |  | | **东箱变** | **1号** | **1250KVA** | 1.23 | 29 | 380 | 300 | 正常 | 正常 |  |  |  | | **2号** | **800KVA** | 1.23 | 26 | 380 | 220 | 正常 | 正常 |  |  |  | | **中心变** | **1号** | **1000KVA** | 1.23 | 40 | 400 | 310 | 正常 | 正常 |  |  |  | | **2号** | **1000KVA** | 1.23 | 46 | 400 | 410 | 正常 | 正常 |  |  |  | | **主要阶段性保养工作** | | | 工科楼变配电室直流屏放电保养；南高变配电室400A抽屉开关维修。 | | | | | | | | | | **其它问题及整改情况** | | |  | | | | | | | | | | **日均供电量（度）** | | | 73100 | | | | | | | | |   **表2-3：雁塔校区配电室设备设施及供电安全自查报表(2月1日—2月28日) 巡查人：陈利平**   |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **配电室**  **名称** | **变压器** | **额定容量** | **巡查**  **日期** | **变压器温度**  **(≤80℃)** | **低压总柜 电压（V）** | **低压总柜电流（A）** | **高压柜**  **运行状态** | **低压柜 运行状态** | **存在问题** | **整改措施** | **整改结果** | | **学生变** | **—** | **2000KVA** | 2.27 | 38 | 410 | 440 | 正常 | 正常 |  |  |  | | **大楼东变** | **—** | **1250KVA** | 2.27 | 34 | 410 | 200 | 正常 | 正常 |  |  |  | | **大楼西变** | **—** | **1250KVA** | 2.27 | 38 | 410 | 96 | 正常 | 正常 |  |  |  | | **南东变** | **—** | **1000KVA** | 2.27 | 油变 | 400 | 490 | 正常 | 正常 |  |  |  | | **附小变** | **—** | **1250KVA** | 2.27 | 44 | 410 | 100 | 正常 | 正常 |  |  |  | | **南西变** | **—** | **1000KVA** | 2.27 | 油变 | 410 | 340 | 正常 | 正常 |  |  |  | | **南中变** | **1号** | **1000KVA** | 2.27 | 油变 | 390 | 250 | 正常 | 正常 |  |  |  | | **2号** | **500KVA** | 2.27 | 45 | 410 | 50 | 正常 | 正常 |  |  |  | | **南高变** | **1号** | **1250KVA** | 2.27 | 54 | 400 | 340 | 正常 | 正常 |  |  |  | | **2号** | **800KVA** | 2.27 | 54 | 380 | 140 | 正常 | 正常 |  |  |  | | **研公寓变** | **1号** | **630KVA** | 2.27 | 55 | 380 | 100 | 正常 | 正常 |  |  |  | | **2号** | **630KVA** | 2.27 | 49 | 400 | 120 | 正常 | 正常 |  |  |  | | **工科楼变** | **—** | **1250KVA** | 2.27 | 54 | 380 | 260 | 正常 | 正常 |  |  |  | | **东箱变** | **1号** | **1250KVA** | 2.27 | 29 | 380 | 300 | 正常 | 正常 |  |  |  | | **2号** | **800KVA** | 2.27 | 26 | 380 | 220 | 正常 | 正常 |  |  |  | | **中心变** | **1号** | **1000KVA** | 2.27 | 42 | 410 | 160 | 正常 | 正常 |  |  |  | | **2号** | **1000KVA** | 2.27 | 42 | 410 | 340 | 正常 | 正常 |  |  |  | | **主要阶段性保养工作** | | |  | | | | | | | | | | **其它问题及整改情况** | | | 2月19日大楼东变进线电缆故障，紧急抢修两天，于21日凌晨抢修结束，恢复供电。 | | | | | | | | | | **日均供电量（度）** | | | 62422 | | | | | | | | |   **表3-1：雁塔校区供暖设备设施安全自查报表(1月1日—1月15日) 巡查人：詹雁生**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **检查项目** | **检查内容** | | | **检查标准** | | | | | **巡查周期** | **巡查人** | | **存在问题** | | **整改措施及结果** | | **换热设备** | **板式换热器** | | | 无水击声，密封面无漏水现象。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **补水稳压**  **设备** | **补水泵** | | | 电动机与轴承的温升、震动与噪音是否超限； 电机接线盒有无发热现象；联轴节填料松紧状况。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **循环泵** | | | 每班一次 | 詹雁生 | | | **阀门类** | **闸阀、截止阀、球阀、安全阀等** | | | 开启位置是否正常，有无漏水现象。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **除污设备** | **除污器** | | | 两侧压力表压差是否大于0.02Mpa；压差大于0.02Mpa说明除污器被堵。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **水处理**  **设备** | **软化水器** | | | 运行是否正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **溶盐罐** | | | 是否需要加盐。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **水箱** | | | 水位是否正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **仪表类** | **温度表** | | | 一、二次网仪表所示温度正常，指示信号无异常变化。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **压力表** | | | 一、二次网仪表所示压力正常，指示信号无异常变化。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **自控设备** | **控制柜** | | | 微机自控变频稳压系统运行正常，无异常声音；指示灯显示正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **配电设备** | **配电柜** | | | 运行正常，无异常气味。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **供热管网** | **管沟、管道、阀门、补偿器** | | | 管网介质无泄漏；补偿器运行状态正常；阀门无渗漏。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **主要阶段性保养工作** | | | |  | | | | | | | | | | | | **其它问题及整改情况** | | | |  | | | | | | | | | | | | **供热运行**  **参数** | 一次网 | | | | | | 二次网 | | | | | | 补水系统 | | | 进水 | | | | 出水 | | 供水 | | 回水 | | | | 补水量(m³/h) | | | 流量(m³/h) | 温度(℃) | 压力(Mpa) | | 温度(℃) | 压力(Mpa) | 温度(℃) | 压力(Mpa) | 温度(℃) | | 压力(Mpa) | | | **北换热站** | 262 | 85 | 0.85 | | 60 | 0.85 | 60 | 0.40 | 46 | | 0.25 | | 2.0 | | | **南换热站** | 106 | 88 | 0.75 | | 44 | 0.75 | 54 | 0.45 | 42 | | 0.30 | | 0.17 | |   **表3-2：雁塔校区供暖设备设施安全自查报表(1月16日—1月31日) 巡查人：詹雁生**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **检查项目** | **检查内容** | | | **检查标准** | | | | | **检查周期** | **巡查人** | | **存在问题** | | **整改措施及结果** | | **换热设备** | **板式换热器** | | | 无水击声，密封面无漏水现象。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **补水稳压**  **设备** | **补水泵** | | | 电动机与轴承的温升、震动与噪音是否超限； 电机接线盒有无发热现象；联轴节填料松紧状况。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **循环泵** | | | 每班一次 | 詹雁生 | | | **阀门类** | **闸阀、截止阀、球阀、安全阀等** | | | 开启位置是否正常，有无漏水现象。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **除污设备** | **除污器** | | | 两侧压力表压差是否大于0.02Mpa；压差大于0.02Mpa说明除污器被堵。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **水处理**  **设备** | **软化水器** | | | 运行是否正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **溶盐罐** | | | 是否需要加盐。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **水箱** | | | 水位是否正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **仪表类** | **温度表** | | | 一、二次网仪表所示温度正常，指示信号无异常变化。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **压力表** | | | 一、二次网仪表所示压力正常，指示信号无异常变化。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **自控设备** | **控制柜** | | | 微机自控变频稳压系统运行正常，无异常声音；指示灯显示正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **配电设备** | **配电柜** | | | 运行正常，无异常气味。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **供热管网** | **管沟、管道、阀门、补偿器** | | | 管网介质无泄漏；补偿器运行状态正常；阀门无渗漏。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **主要阶段性保养工作** | | | |  | | | | | | | | | | | | **其它问题及整改情况** | | | |  | | | | | | | | | | | | **供热运行**  **参数** | 一次网 | | | | | | 二次网 | | | | | | 补水系统 | | | 进水 | | | | 出水 | | 供水 | | 回水 | | | | 补水量(m³/h) | | | 流量(m³/h) | 温度(℃) | 压力(Mpa) | | 温度(℃) | 压力(Mpa) | 温度(℃) | 压力(Mpa) | 温度(℃) | | 压力(Mpa) | | | **北换热站** | 244 | 81 | 0.85 | | 57 | 0.85 | 57 | 0.41 | 45 | | 0.25 | | 1.8 | | | **南换热站** | 101 | 83 | 0.75 | | 42 | 0.75 | 51 | 0.46 | 41 | | 0.30 | | 0.25 | |   **表3-3：雁塔校区供暖设备设施安全自查报表(2月1日—2月15日) 巡查人：詹雁生**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **检查项目** | **检查内容** | | | **检查标准** | | | | | **巡查周期** | **巡查人** | | **存在问题** | | **整改措施及结果** | | **换热设备** | **板式换热器** | | | 无水击声，密封面无漏水现象。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **补水稳压**  **设备** | **补水泵** | | | 电动机与轴承的温升、震动与噪音是否超限； 电机接线盒有无发热现象；联轴节填料松紧状况。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **循环泵** | | | 每班一次 | 詹雁生 | | | **阀门类** | **闸阀、截止阀、球阀、安全阀等** | | | 开启位置是否正常，有无漏水现象。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **除污设备** | **除污器** | | | 两侧压力表压差是否大于0.02Mpa；压差大于0.02Mpa说明除污器被堵。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **水处理**  **设备** | **软化水器** | | | 运行是否正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **溶盐罐** | | | 是否需要加盐。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **水箱** | | | 水位是否正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **仪表类** | **温度表** | | | 一、二次网仪表所示温度正常，指示信号无异常变化。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **压力表** | | | 一、二次网仪表所示压力正常，指示信号无异常变化。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **自控设备** | **控制柜** | | | 微机自控变频稳压系统运行正常，无异常声音；指示灯显示正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **配电设备** | **配电柜** | | | 运行正常，无异常气味。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **供热管网** | **管沟、管道、阀门、补偿器** | | | 管网介质无泄漏；补偿器运行状态正常；阀门无渗漏。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **主要阶段性保养工作** | | | |  | | | | | | | | | | | | **其它问题及整改情况** | | | | 南院41号楼供暖管网漏水抢修。北院4#学生公寓、3A学生公寓、学生食堂三处供暖管网漏水抢修。 | | | | | | | | | | | | **供热运行**  **参数** | 一次网 | | | | | | 二次网 | | | | | | 补水系统 | | | 进水 | | | | 出水 | | 供水 | | 回水 | | | | 补水量(m³/h) | | | 流量(m³/h) | 温度(℃) | 压力(Mpa) | | 温度(℃) | 压力(Mpa) | 温度(℃) | 压力(Mpa) | 温度(℃) | | 压力(Mpa) | | | **北换热站** | 240 | 81 | 0.85 | | 58 | 0.85 | 57 | 0.42 | 46 | | 0.27 | | 1.2 | | | **南换热站** | 100 | 85 | 0.75 | | 42 | 0.75 | 50 | 0.44 | 40 | | 0.29 | | 1.9 | |   **表3-4：雁塔校区供暖设备设施安全自查报表(2月16日—2月28日) 巡查人：詹雁生**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **检查项目** | **检查内容** | | | **检查标准** | | | | | **检查周期** | **巡查人** | | **存在问题** | | **整改措施及结果** | | **换热设备** | **板式换热器** | | | 无水击声，密封面无漏水现象。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **补水稳压**  **设备** | **补水泵** | | | 电动机与轴承的温升、震动与噪音是否超限； 电机接线盒有无发热现象；联轴节填料松紧状况。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **循环泵** | | | 每班一次 | 詹雁生 | | | **阀门类** | **闸阀、截止阀、球阀、安全阀等** | | | 开启位置是否正常，有无漏水现象。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **除污设备** | **除污器** | | | 两侧压力表压差是否大于0.02Mpa；压差大于0.02Mpa说明除污器被堵。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **水处理**  **设备** | **软化水器** | | | 运行是否正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **溶盐罐** | | | 是否需要加盐。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **水箱** | | | 水位是否正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **仪表类** | **温度表** | | | 一、二次网仪表所示温度正常，指示信号无异常变化。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **压力表** | | | 一、二次网仪表所示压力正常，指示信号无异常变化。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **自控设备** | **控制柜** | | | 微机自控变频稳压系统运行正常，无异常声音；指示灯显示正常。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **配电设备** | **配电柜** | | | 运行正常，无异常气味。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **供热管网** | **管沟、管道、阀门、补偿器** | | | 管网介质无泄漏；补偿器运行状态正常；阀门无渗漏。 | | | | | 每班一次 | 詹雁生 | |  | |  | | **主要阶段性保养工作** | | | |  | | | | | | | | | | | | **其它问题及整改情况** | | | | 南院41号楼供暖管网漏水抢修。 | | | | | | | | | | | | **供热运行**  **参数** | 一次网 | | | | | | 二次网 | | | | | | 补水系统 | | | 进水 | | | | 出水 | | 供水 | | 回水 | | | | 补水量(m³/h) | | | 流量(m³/h) | 温度(℃) | 压力(Mpa) | | 温度(℃) | 压力(Mpa) | 温度(℃) | 压力(Mpa) | 温度(℃) | | 压力(Mpa) | | | **北换热站** | 219 | 67 | 0.85 | | 58 | 0.85 | 51 | 0.41 | 45 | | 0.25 | | 1.3 | | | **南换热站** | 100 | 69 | 0.75 | | 49 | 0.75 | 47 | 0.46 | 36 | | 0.30 | | 0.25 | |   表4-1：雁塔校区电梯设备安全检查报表(1月1日—1月15日)  **巡查人：杨学军** | | | | | | |
| **检查**  **项目** | **检查内容** | **检查标准** | **检查周期** | **运行情况** | **维保问题及整改措施** | **整改结果** |
| **机房** | **1.机房环境** | 温度为5～40℃之间，通风正常。 | 两周一次 | 正常 | 1．1月12日教学大楼3号电梯更换光幕，电梯正常运行。  2.1月13日活动中心更换上极限，电梯正常运行。 | 1.已整改 |
| **2.相关标识** | 入口“机房重地、闲人免进”标识。 | 每学期一次 | 正常 | 2.已整改 |
| 内墙操作规程、紧急救援程序、人员职责等制度。 | 正常 |  |
| 警示标识，平层标记及其他标记。 | 正常 |  |
| **3.附属设施** | 照明正常，灭火器，空调，门窗完好。 | 每学期一次 | 正常 |  |
| **4.核心部件** | 曳引机、控制柜、限速器等运行正常。 | 两周一次 | 正常 |  |
| **轿厢** | **1.轿厢环境** | 地面整洁，照明、风扇运转正常。 | 每日检查 | 正常 |  |
| **2.相关标识** | 检查轿厢合格证在有效期、乘梯须知完整。 | 每日检查 | 正常 |  |
| **3.安全装置** | 应急照明正常。 | 两周一次 | 正常 |  |
| 报警装置、对讲系统呼出呼入正常。 | 两周一次 | 正常 |  |
| **4.轿厅门装置** | 安全触板，光幕，光电正常。 | 每日检查 | **异常** |  |
| 轿内显示、按钮正常。 | 正常 |  |
| 检查层站召唤，楼层显示齐全，正常有效。 | 正常 |  |
| 轿厅门开启无阻碍。 | **异常** |  |
|  | **5.层门** | 平层精度在±15mm | 每日检查 | 正常 |  |
| 层门地砍（清洁）。 | 正常 |  |
| **主要阶段性保养工作** | |  | | | | |
| 表4-2：雁塔校区电梯设备安全检查报表(1月16日—1月31日**) 巡查人：杨学军** | | | | | | | |
| **检查**  **项目** | | **检查内容** | **检查标准** | **检查周期** | **运行情况** | **维保问题及整改措施** | **整改结果** |
| **机房** | | **1.机房环境** | 温度为5～40℃之间，通风正常。 | 两周一次 | 正常 | 1.1月18日46号楼南梯更换测速机，电梯正常运行。  2.1月22日青教公寓1号电梯更换对重轮总成，电梯正常运行。  3.1月29日青教公寓1.2.4号电梯更换轿门门轮，电梯正常运行。  4.1月30日44号楼北梯更换接触器，电梯正常运行。 | 1.已整改 |
| **2.相关标识** | 入口“机房重地、闲人免进”标识。 | 每学期一次 | 正常 | 2.已整改 |
| 内墙操作规程、紧急救援程序、人员职责等制度。 | 正常 | 3.已整改 |
| 警示标识，平层标记及其他标记。 | 正常 | 4.已整改 |
| **3.附属设施** | 照明正常，灭火器，空调，门窗完好。 | 每学期一次 | 正常 |  |
| **4.核心部件** | 曳引机、控制柜、限速器等运行正常。 | 两周一次 | **异常** |  |
| **轿厢** | | **1.轿厢环境** | 地面整洁，照明、风扇运转正常。 | 每日检查 | 正常 |  |
| **2.相关标识** | 检查轿厢合格证在有效期、乘梯须知完整。 | 每日检查 | 正常 |  |
| **3.安全装置** | 应急照明正常。 | 两周一次 | 正常 |  |
| 报警装置、对讲系统呼出呼入正常。 | 两周一次 | 正常 |  |
| **4.轿厅门装置** | 安全触板，光幕，光电正常。 | 每日检查 | 正常 |  |
| 轿内显示、按钮正常。 | 正常 |  |
| 检查层站召唤，楼层显示齐全，正常有效。 | 正常 |  |
| 轿厅门开启无阻碍。 | 正常 |  |
| **5.层门** | 平层精度在±15mm | 每日检查 | 正常 |  |
| 层门地砍（清洁）。 | 正常 |  |
| **主要阶段性保养工作** | | | 1月31日对工科楼两台电梯进行悬编调整（解决电梯异常震动问题）。 | | | | |
| 表4-3：雁塔校区电梯设备安全检查报表(2月1日—2月28日**) 巡查人：杨学军** | | | | | | | |
| **检查**  **项目** | | **检查内容** | **检查标准** | **检查周期** | **运行情况** | **维保问题及整改措施** | **整改结果** |
| **机房** | | **1.机房环境** | 温度为5～40℃之间，通风正常。 | 两周一次 | 正常 | 1.2月1日44号楼电梯更换ccbn板、电池、CEB板，电梯正常运行。 | 1.已整改 |
| **2.相关标识** | 入口“机房重地、闲人免进”标识。 | 每学期一次 | 正常 |  |
| 内墙操作规程、紧急救援程序、人员职责等制度。 | 正常 |  |
| 警示标识，平层标记及其他标记。 | 正常 |  |
| **3.附属设施** | 照明正常，灭火器，空调，门窗完好。 | 每学期一次 | 正常 |  |
| **4.核心部件** | 曳引机、控制柜、限速器等运行正常。 | 两周一次 | **异常** |  |
| **轿厢** | | **1.轿厢环境** | 地面整洁，照明、风扇运转正常。 | 每日检查 | 正常 |  |
| **2.相关标识** | 检查轿厢合格证在有效期、乘梯须知完整。 | 每日检查 | 正常 |  |
| **3.安全装置** | 应急照明正常。 | 两周一次 | 正常 |  |
| 报警装置、对讲系统呼出呼入正常。 | 两周一次 | 正常 |  |
| **4.轿厅门装置** | 安全触板，光幕，光电正常。 | 每日检查 | 正常 |  |
| 轿内显示、按钮正常。 | 正常 |  |
| 检查层站召唤，楼层显示齐全，正常有效。 | 正常 |  |
| 轿厅门开启无阻碍。 | 正常 |  |
| **5.层门** | 平层精度在±15mm | 每日检查 | 正常 |  |
| 层门地砍（清洁）。 | 正常 |  |
| **主要阶段性保养工作** | | | 2月1日44号楼两台电梯进水严重进行及时处理。 | | | | |

**表5-1：雁塔校区饮食卫生监督检查报表(1月1日—1月15日) 巡查人：李金丽**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **项目名称** | **检查内容** | **运行状况** | **检查周期** | **存在问题** | **整改措施** | **整改结果** |
| **制度** | 《食品安全管理制度》 | 正常 | 每学期一次 | 无 | 无 |  |
| 《库房管理制度》 | 正常 | 每学期一次 |  |
| 《大宗物资集中采购办法》 | 正常 | 每学期一次 |  |
| 《应急预案》 | 正常 | 每学期一次 |  |
| 食品安全检查记录是否及时、真实 | 正常 | 每周两次 |  |
| **食品卫生** | 设专人负责食品卫生自查 | 正常 | 每周两次 | 无 | 无 |  |
| 蔬菜、副食、调料等采购渠道正规、证件齐全 | 正常 | 不定期 |  |
| 存放超过2小时的食品食用前充分加热 | 正常 | 每周两次 |  |
| 按规定留样并做留样记录 | 正常 | 每周两次 |  |
| **原料存放加工** | 分类摆放，避免交叉污染且生熟原料分开加工 | 正常 | 每周两次 | 无 | 无 |  |
| 存放记录规范 | 正常 | 每周两次 |  |
| 储藏间整洁卫生，原料不直接接触地面 | 正常 | 每周两次 |  |
| 原料清洗彻底，无虫卵、泥沙等 | 正常 | 每周两次 |  |
| **人员及环境卫生** | 工作人员每年体检一次，持有健康证 | 正常 | 每学期一次 | 无 | 无 |  |
| 防鼠、防蟑、防蝇 | 正常 | 每学期两次 |  |
| 操作间、售饭间、就餐大厅等区域干净、卫生 | 正常 | 每周两次 |  |
| **节能及安全管理** | 长流水现象及用水安全 | 正常 | 每周两次 |  |  |  |
| 长明灯现象及用电安全 | 正常 | 每周两次 |
| 天然气安全 | 正常 | 每周两次 |
| **其他问题及整改情况** | |  | | | | |

**表5-2：雁塔校区饮食卫生监督检查报表(1月16日—1月31日) 巡查人：李金丽**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **项目名称** | **检查内容** | **运行状况** | **检查周期** | **存在问题** | **整改措施** | **整改结果** |
| **制度** | 《食品安全管理制度》 | 正常 | 每学期一次 | 无 | 无 |  |
| 《库房管理制度》 | 正常 | 每学期一次 |  |
| 《大宗物资集中采购办法》 | 正常 | 每学期一次 |  |
| 《应急预案》 | 正常 | 每学期一次 |  |
| 食品安全检查记录是否及时、真实 | 正常 | 每周两次 |  |
| **食品卫生** | 设专人负责食品卫生自查 | 正常 | 每周两次 | 无 | 无 |  |
| 蔬菜、副食、调料等采购渠道正规、证件齐全 | 正常 | 不定期 |  |
| 存放超过2小时的食品食用前充分加热 | 正常 | 每周两次 |  |
| 按规定留样并做留样记录 | 正常 | 每周两次 |  |
| **原料存放加工** | 分类摆放，避免交叉污染且生熟原料分开加工 | 正常 | 每周两次 | 冷藏柜有食品堆叠现象 | 现场告知食堂经理进行整改 |  |
| 存放记录规范 | 正常 | 每周两次 |  |
| 储藏间整洁卫生，原料不直接接触地面 | 正常 | 每周两次 | 已整改 |
| 原料清洗彻底，无虫卵、泥沙等 | 正常 | 每周两次 |  |
| **人员及环境卫生** | 工作人员每年体检一次，持有健康证 | 正常 | 每学期一次 | 无 | 无 |  |
| 防鼠、防蟑、防蝇 | 正常 | 每学期两次 |  |
| 操作间、售饭间、就餐大厅等区域干净、卫生 | 正常 | 每周两次 |  |
| **节能及安全管理** | 长流水现象及用水安全 | 正常 | 每周两次 |  |  |  |
| 长明灯现象及用电安全 | 正常 | 每周两次 |
| 天然气安全 | 正常 | 每周两次 |
| **其他问题及整改情况** | |  | | | | |

**表5-3：雁塔校区饮食卫生监督检查报表(2月1日—2月25日) 巡查人：李金丽**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **项目名称** | **检查内容** | **运行状况** | **检查周期** | **存在问题** | **整改措施** | **整改结果** |
| **制度** | 《食品安全管理制度》 | 正常 | 每学期一次 | 无 | 无 |  |
| 《库房管理制度》 | 正常 | 每学期一次 |  |
| 《大宗物资集中采购办法》 | 正常 | 每学期一次 |  |
| 《应急预案》 | 正常 | 每学期一次 |  |
| 食品安全检查记录是否及时、真实 | 正常 | 每周两次 |  |
| **食品卫生** | 设专人负责食品卫生自查 | 正常 | 每周两次 | 无 | 无 |  |
| 蔬菜、副食、调料等采购渠道正规、证件齐全 | 正常 | 不定期 |  |
| 存放超过2小时的食品食用前充分加热 | 正常 | 每周两次 |  |
| 按规定留样并做留样记录 | 正常 | 每周两次 |  |
| **原料存放加工** | 分类摆放，避免交叉污染且生熟原料分开加工 | 正常 | 每周两次 | 无 | 无 |  |
| 存放记录规范 | 正常 | 每周两次 |  |
| 储藏间整洁卫生，原料不直接接触地面 | 正常 | 每周两次 |  |
| 原料清洗彻底，无虫卵、泥沙等 | 正常 | 每周两次 |  |
| **人员及环境卫生** | 工作人员每年体检一次，持有健康证 | 正常 | 每学期一次 | 无 | 无 |  |
| 防鼠、防蟑、防蝇 | 正常 | 每学期两次 |  |
| 操作间、售饭间、就餐大厅等区域干净、卫生 | 正常 | 每周两次 |  |
| **节能及安全管理** | 长流水现象及用水安全 | 正常 | 每周两次 |  |  |  |
| 长明灯现象及用电安全 | 正常 | 每周两次 |
| 天然气安全 | 正常 | 每周两次 |
| **其他问题及整改情况** | |  | | | | |

**表6-1：雁塔校区垃圾压缩站设备设施安全自查报表(1月1日—1月15日) 巡查人：宋家辉**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **项目名称** | **检查内容** | **运行状况** | **检查周期** | **存在问题** | **整改措施** | **整改结果** |
| **制度** | 规章制度是否健全 | 正常 | 每学期一次 | 无 |  |  |
| 工作记录是否及时、真实 | 正常 | 每周两次 |  |
| **人员卫生** | 工作人员每年体检一次，持有健康证 | 正常 | 每年一次 | 无 |  |  |
| **室内卫生** | 操作间卫生、消毒情况 | 正常 | 每周两次 | 无 |  |  |
| 车辆卫生、消毒情况 | 正常 | 每周两次 |  |
| 设备卫生、消毒情况 | 正常 | 每周两次 |  |
| **设备维护与保养** | 液压站油箱油液面高度 | 正常 | 每周两次 | 无 |  |  |
| 油缸是否漏油 | 正常 | 定期 |  |
| 液压油箱内的吸油和回油滤清器是否堵塞 | 正常 | 定期 |  |
| 检查液压系统泄漏情况 | 正常 | 定期 |  |
| 缸销轴、滑轮轴、卸料门销轴加注润滑油 | 正常 | 每10天一次 |  |
| 挤压板滑道应定期涂抹润滑油 | 正常 | 定期 |  |
| 定期检查联结件的紧固情况 | 正常 | 定期 |  |
| 定期进行车辆维保 | 正常 | 定期 |  |
| **其他问题及整改情况** | |  | | | | |

**表6-2：雁塔校区垃圾压缩站设备设施安全自查报表(1月16日—1月31日) 巡查人：宋家辉**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **项目名称** | **检查内容** | **运行状况** | **检查周期** | **存在问题** | **整改措施** | **整改结果** |
| **制度** | 规章制度是否健全 | 正常 | 每学期一次 | 无 |  |  |
| 工作记录是否及时、真实 | 正常 | 每周两次 |  |
| **人员卫生** | 工作人员每年体检一次，持有健康证 | 正常 | 每年一次 | 无 |  |  |
| **室内卫生** | 操作间卫生、消毒情况 | 正常 | 每周两次 | 无 |  |  |
| 车辆卫生、消毒情况 | 正常 | 每周两次 |  |
| 设备卫生、消毒情况 | 正常 | 每周两次 |  |
| **设备维护与保养** | 液压站油箱油液面高度 | 正常 | 每周两次 | 无 |  |  |
| 油缸是否漏油 | 正常 | 定期 |  |
| 液压油箱内的吸油和回油滤清器是否堵塞 | 正常 | 定期 |  |
| 检查液压系统泄漏情况 | 正常 | 定期 |  |
| 缸销轴、滑轮轴、卸料门销轴加注润滑油 | 正常 | 每10天一次 |  |
| 挤压板滑道应定期涂抹润滑油 | 正常 | 定期 |  |
| 定期检查联结件的紧固情况 | 正常 | 定期 |  |
| 定期进行车辆维保 | 正常 | 定期 |  |
| **其他问题及整改情况** | |  | | | | |

**表6-3：雁塔校区垃圾压缩站设备设施安全自查报表(2月1日—2月25日) 巡查人：宋家辉**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **项目名称** | **检查内容** | **运行状况** | **检查周期** | **存在问题** | **整改措施** | **整改结果** |
| **制度** | 规章制度是否健全 | 正常 | 每学期一次 | 无 |  |  |
| 工作记录是否及时、真实 | 正常 | 每周两次 |  |
| **人员卫生** | 工作人员每年体检一次，持有健康证 | 正常 | 每年一次 | 无 |  |  |
| **室内卫生** | 操作间卫生、消毒情况 | 正常 | 每周两次 | 无 |  |  |
| 车辆卫生、消毒情况 | 正常 | 每周两次 |  |
| 设备卫生、消毒情况 | 正常 | 每周两次 |  |
| **设备维护与保养** | 液压站油箱油液面高度 | 正常 | 每周两次 | 无 |  |  |
| 油缸是否漏油 | 正常 | 定期 |  |
| 液压油箱内的吸油和回油滤清器是否堵塞 | 正常 | 定期 |  |
| 检查液压系统泄漏情况 | 正常 | 定期 |  |
| 缸销轴、滑轮轴、卸料门销轴加注润滑油 | 正常 | 每10天一次 |  |
| 挤压板滑道应定期涂抹润滑油 | 正常 | 定期 |  |
| 定期检查联结件的紧固情况 | 正常 | 定期 |  |
| 定期进行车辆维保 | 正常 | 定期 |  |
| **其他问题及整改情况** | |  | | | | |

**表7-1：雁塔校区修缮工程施工现场安全检查日查月报表 （1月1日—1月15日） 巡查人：王攀、李明亮**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **项目名称**  **完成进度** | | **1、13#号住宅楼加建电梯项目** | **25%** | | **2. 国际教育学院（原招待所）装修项目** | | | **20%** |
|  |  | |  | | |  |
| **检查项目** | | **检查内容** | **执行状况** | **检查**  **周期** | | **存在问题** | **整改措施** | **整改结果** |
| **安全**  **管理** | 安全警示 | 工程概况牌、安全生产牌、消防保卫牌、环境保护牌、文明施工牌、施工现场总平面图，根据工程内容入场前张贴 | 正常 | 入场 | | 项目1，施工场地钢材摆放影响行人通行，存在安全隐患。 | 要求使用护栏进行围护 |  |
| 根据需求张贴禁止、警告、指令、提示等四类标志 | 正常 | 入场 | |  |
| 牌、标志安装位置是否合理，安全标志的维护与管理及时 | 异常 | 每日 | | 已整改 |
| 安全防护 | “三宝”：[安全帽](https://www.baidu.com/s?wd=%E5%AE%89%E5%85%A8%E5%B8%BD&tn=44039180_cpr&fenlei=mv6quAkxTZn0IZRqIHckPjm4nH00T1dbmWTvuAPhrH7bmWPWPWTk0ZwV5Hcvrjm3rH6sPfKWUMw85HfYnjn4nH6sgvPsT6KdThsqpZwYTjCEQLGCpyw9Uz4Bmy-bIi4WUvYETgN-TLwGUv3EPjTkPjRvPWfv" \t "_blank)、安全带、安全网佩戴情况 | 正常 | 每日 | | 项目2西侧人行通道存在死角，存在安全隐患 | 要求加长安全通道的搭建，周边使用密布网进行围护。 |  |
| “四口”：预留洞口、电梯井口、通道口、楼梯口做好防护 | 正常 | 每日 | |  |
| “五临边”：楼面临边、屋面临边、阳台临边、升降口临边、基坑临边做好安全防护 | 异常 | 每日 | | 已整改 |
| 安全施工 | 健全、落实安全责任制，签订《施工安全责任书》 | 正常 | 入场 | |  |  |  |
| 做好“三级安全教育”，做到“上岗交底、上岗检查” | 正常 | 每日 | |  |
| 配备专(兼)职安全员，特殊工种持从业资格证 | 正常 | 每日 | |  |
| 机具管理 | 机械、工具合格，操作人员持证上岗，停放、摆放得当 | 异常 | 每日 | | 项目1施工场地材料、机械摆放混乱 | 要求分区进行摆放并进行遮盖 | 已整改 |
| **文明**  **施工** | 施工围挡 | 校区一般路段的工地周围设置高于1.8m的封闭围 | 正常 | 入场 | | 项目1施工围挡混乱，影响校园环境。 | 要求进行重新围挡，黏贴安全警示等标语 |  |
| 围挡材料坚固、稳定、整洁、美观，要沿工地四周连续设置 | 异常 | 入场 | | 已整改 |
| 施工区域、危险部位、设施按规定悬挂安全标志 | 正常 | 入场 | |  |
| 施工场地 | 现场道路畅通、路面平整、坚实、整洁 | 正常 | 每日 | | 项目1中午休息时间加班作业，影响住户休息。  项目2室内用电线路乱拉，乱用。 | 要求12点—2:30期间停止有噪作业  要求所有用电线路架空规整线路使用 |  |
| 现场作业、运输、存放材料等采取防尘、降噪措施 | 异常 | 每日 | | 已整改 |
| 严禁电缆贴地随意拖拉 | 异常 | 每日 | | 已整改 |
| 严禁泥浆、污水、废水外流或堵塞下水道 | 正常 | 每日 | |  |
| 施工场地干净整洁，禁止施工现场随处吸烟、流动吸烟 | 正常 | 每日 | |  |
| **文明**  **施工** | 现场材料 | 设置材料堆放区，布局合理、堆放整齐并标明名称、规格 | 正常 | 每日 | | 项目1垃圾堆放严重，未及时外运处理 | 按市政规定，进行遮盖，并洒水作业，避免安全事故的发生 |  |
| 施工场地垃圾及时清运，禁止凌空抛掷施工材料及器具 | 异常 | 每日 | | 已整改 |
| 易燃易爆物品采取防护措施并进行分类存放，严禁现场焚烧各类废弃物 | 正常 | 每日 | |  |
| 其它要求 | 施工区域、危险部位、设施按规悬挂安全标志 | 正常 | 每日 | |  |  |  |
| 建立施工不扰民措施，未经许可，禁止夜间施工 | 正常 | 每日 | |  |
| 施工区域采取防粉尘、防噪音等措施 | 正常 | 每日 | |  |
| 严禁施工人员打架斗殴、偷窃等行为 | 正常 | 每日 | |  |
| **高危**  **作业** | 动火作业 | 使用电焊、气焊（割）、喷灯、电钻、砂轮等可能产生火焰、火花和炽热表面的临时性作业防火措施 | 正常 | 每日 | |  |  |  |
| 高处作业 | 使用合格设备，搭设规范，人员培训合格，其他防护措施 | 正常 | 每日 | |  |
| 受限空间 | 地下室（半封闭场所）、井、坑（池）、道等场所防护措施 | 正常 | 每日 | |  |
| 临时用电 | 专人负责、持证上岗、规范使用 | 正常 | 每日 | |  |
| 断路作业 | 安全围栏、警示、指示等标识，夜间照明等防护措施 | 正常 | 每日 | |  |
| 破土作业 | 土建施工、挖掘深坑、深槽等可能造成坍塌、高处坠落的土石方防护措施，地下管线设施防护措施 | 正常 | 每日 | |  |
| 吊装作业 | 使用设备合格，人员持证，方案、措施、应急救援明确 | 正常 | 每日 | |  |
| 盲板抽堵 | 从业资格证、专人监护、佩戴专用防护用品 | 正常 | 每日 | |  |
| **安全**  **用电** | 人员管理 | 场地内接线等专人专管、持证上岗 | 正常 | 每日 | | 项目2用电不符合规范，配电箱接线混乱 | 要求按规范进行用电，配电箱接线做好标注 |  |
| 配电箱线 | 配电装置的布设应符合规范要求，设置警示标志 | 正常 | 每日 | |  |
| 线路架设符合规范，无老化破损，接头处理得当，线路截面满足负荷电流，用电设备“一机、一闸、一漏、一箱” | 异常 | 每日 | | 已整改 |
| 现场照明 | 照明用电与动力用电分设；特殊场所和手持照明灯应采用安全电压供电；灯具与地面、易燃物间的距离应符合规范要求 | 正常 | 每日 | |  |  |  |
| 按规范要求配备应急照明，照明专用回路安装漏电保护器 | 正常 | 每日 | |  |
| 线路架设符合规范，灯具与地面、易燃物之间有安全距离 | 正常 | 每日 | |  |
| **安全**  **防火** | 电气防火 | 接头不松动，无电火花发生，电气设备的过载、短路保护装置性能可靠，设备绝缘良好 | 正常 | 每日 | |  |  |  |
| 合理选用电气设备，有易燃易爆物品的场所，应选用防爆电器设备，绝缘导线必须密封敷设于钢管内 | 正常 | 每日 | |  |
| 通风，在易燃易爆危险场所运行的电气设备，有良好的风，降低爆炸性混合物的浓度，其通风系统应符合有关要求 | 正常 | 每日 | |  |
| 接地，在易燃易爆危险场所的接地比一般场所要求高，不论其电压高低，正常不带电装置均应按有关规定可靠接地 | 正常 | 每日 | |  |
| 现场防火 | 配备专(兼)职消防安全员 | 正常 | 每日 | | 项目2室内材料库房未按规范配备灭火器具 | 要求配备相应的灭国器具 |  |
| 制定消防措施、制度，配备灭火器材，落实人员防火教育 | 正常 | 每日 | |  |
| 施工现场要有明显的防火宣传标志， | 正常 | 每日 | |  |
| 易燃材料堆放区域合理，便于及时灭火抢救 | 异常 | 每日 | | 已整改 |
| 消防水源禁止遮挡或破坏，需满足消防要求 | 正常 | 每日 | |  |

**表7-2：雁塔校区修缮工程施工现场安全检查日查月报表 （1月15日—1月31日） 巡查人：王攀、李明亮**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **项目名称**  **完成进度** | | **1.13#号住宅楼加建电梯项目** | **30%** | | **2. 国际教育学院（原招待所）装修项目** | | | **35%** |
| **3陕西省干部教育培训基地装修项目** | **10%** | | **4、建**筑学院逸夫楼地下图档室改造 | | | **10%** |
|  |  | |  | | |  |
| **检查项目** | | **检查内容** | **执行状况** | **检查**  **周期** | **存在问题** | **整改措施** | **整改结果** | |
| **安全**  **管理** | 安全警示 | 工程概况牌、安全生产牌、消防保卫牌、环境保护牌、文明施工牌、施工现场总平面图，根据工程内容入场前张贴 | 正常 | 入场 |  |  |  | |
| 根据需求张贴禁止、警告、指令、提示等四类标志 | 正常 | 入场 |  | |
| 牌、标志安装位置是否合理，安全标志的维护与管理及时 | 正常 | 每日 |  | |
| 安全防护 | “三宝”：[安全帽](https://www.baidu.com/s?wd=%E5%AE%89%E5%85%A8%E5%B8%BD&tn=44039180_cpr&fenlei=mv6quAkxTZn0IZRqIHckPjm4nH00T1dbmWTvuAPhrH7bmWPWPWTk0ZwV5Hcvrjm3rH6sPfKWUMw85HfYnjn4nH6sgvPsT6KdThsqpZwYTjCEQLGCpyw9Uz4Bmy-bIi4WUvYETgN-TLwGUv3EPjTkPjRvPWfv" \t "_blank)、安全带、安全网佩戴情况 | 异常 | 每日 | 项目1、2作业人员高空作业未佩戴安全带 | 项目1、2进行警告，要求安全员抓紧安全教育检查 | 已整改 | |
| “四口”：预留洞口、电梯井口、通道口、楼梯口做好防护 | 正常 | 每日 |  | |
| “五临边”：楼面临边、屋面临边、阳台临边、升降口临边、基坑临边做好安全防护 | 正常 | 每日 |  | |
| 安全施工 | 健全、落实安全责任制，签订《施工安全责任书》 | 异常 | 入场 | 项目3、4安全责任书未落实 | 已落实，签署安全责任书 | 已整改 | |
| 做好“三级安全教育”，做到“上岗交底、上岗检查” | 正常 | 每日 |  | |
| 配备专(兼)职安全员，特殊工种持从业资格证 | 正常 | 每日 |  | |
| 机具管理 | 机械、工具合格，操作人员持证上岗，停放、摆放得当 | 正常 | 每日 |  |  |  | |
| **文明**  **施工** | 施工围挡 | 校区一般路段的工地周围设置高于1.8m的封闭围 | 正常 | 入场 |  |  |  | |
| 围挡材料坚固、稳定、整洁、美观，要沿工地四周连续设置 | 正常 | 入场 |  | |
| 施工区域、危险部位、设施按规定悬挂安全标志 | 正常 | 入场 |  | |
| 施工场地 | 现场道路畅通、路面平整、坚实、整洁 | 正常 | 每日 |  |  |  | |
| 现场作业、运输、存放材料等采取防尘、降噪措施 | 正常 | 每日 |  | |
| 严禁电缆贴地随意拖拉 | 正常 | 每日 |  | |
| 严禁泥浆、污水、废水外流或堵塞下水道 | 正常 | 每日 |  | |
| 施工场地干净整洁，禁止施工现场随处吸烟、流动吸烟 | 正常 | 每日 |  | |
| **文明**  **施工** | 现场材料 | 设置材料堆放区，布局合理、堆放整齐并标明名称、规格 | 异常 | 每日 | 项目1、2垃圾，材料堆放不整洁，未按规定进行遮盖。 | 要求进行整改，所有材料进行规整，覆盖。 | 已整改 | |
| 施工场地垃圾及时清运，禁止凌空抛掷施工材料及器具 | 正常 | 每日 |  | |
| 易燃易爆物品采取防护措施并进行分类存放，严禁现场焚烧各类废弃物 | 正常 | 每日 |  | |
| 其它要求 | 施工区域、危险部位、设施按规悬挂安全标志 | 正常 | 每日 |  |  |  | |
| 建立施工不扰民措施，未经许可，禁止夜间施工 | 正常 | 每日 |  | |
| 施工区域采取防粉尘、防噪音等措施 | 正常 | 每日 |  | |
| 严禁施工人员打架斗殴、偷窃等行为 | 正常 | 每日 |  | |
| **高危**  **作业** | 动火作业 | 使用电焊、气焊（割）、喷灯、电钻、砂轮等可能产生火焰、火花和炽热表面的临时性作业防火措施 | 正常 | 每日 | 项目3吊顶作业脚手架存在安全隐患 | 要求移动时，严禁上面站人。 |  | |
| 高处作业 | 使用合格设备，搭设规范，人员培训合格，其他防护措施 | 异常 | 每日 | 已整改 | |
| 受限空间 | 地下室（半封闭场所）、井、坑（池）、道等场所防护措施 | 正常 | 每日 |  | |
| 临时用电 | 专人负责、持证上岗、规范使用 | 正常 | 每日 |  | |
| 断路作业 | 安全围栏、警示、指示等标识，夜间照明等防护措施 | 正常 | 每日 | 已整改 | |
| 破土作业 | 土建施工、挖掘深坑、深槽等可能造成坍塌、高处坠落的土石方防护措施，地下管线设施防护措施 | 正常 | 每日 |  | |
| 吊装作业 | 使用设备合格，人员持证，方案、措施、应急救援明确 | 正常 | 每日 |  | |
| 盲板抽堵 | 从业资格证、专人监护、佩戴专用防护用品 | 正常 | 每日 |  | |
| **安全**  **用电** | 人员管理 | 场地内接线等专人专管、持证上岗 | 正常 | 每日 | 项目3用电配电箱接线混乱，存在安全隐患 | 要求按规定进行接线，专线专用 |  | |
| 配电箱线 | 配电装置的布设应符合规范要求，设置警示标志 | 正常 | 每日 |  | |
| 线路架设符合规范，无老化破损，接头处理得当，线路截面满足负荷电流，用电设备“一机、一闸、一漏、一箱” | 异常 | 每日 | 已整改 | |
| 现场照明 | 照明用电与动力用电分设；特殊场所和手持照明灯应采用安全电压供电；灯具与地面、易燃物间的距离应符合规范要求 | 正常 | 每日 |  |  |  | |
| 按规范要求配备应急照明，照明专用回路安装漏电保护器 | 正常 | 每日 |  | |
| 线路架设符合规范，灯具与地面、易燃物之间有安全距离 | 正常 | 每日 |  | |
| **安全**  **防火** | 电气防火 | 接头不松动，无电火花发生，电气设备的过载、短路保护装置性能可靠，设备绝缘良好 | 正常 | 每日 |  |  |  | |
| 合理选用电气设备，有易燃易爆物品的场所，应选用防爆电器设备，绝缘导线必须密封敷设于钢管内 | 正常 | 每日 |  | |
| 通风，在易燃易爆危险场所运行的电气设备，有良好的风，降低爆炸性混合物的浓度，其通风系统应符合有关要求 | 正常 | 每日 |  | |
| 接地，在易燃易爆危险场所的接地比一般场所要求高，不论其电压高低，正常不带电装置均应按有关规定可靠接地 | 正常 | 每日 |  | |
| 现场防火 | 配备专(兼)职消防安全员 | 正常 | 每日 |  |  |  | |
| 制定消防措施、制度，配备灭火器材，落实人员防火教育 | 正常 | 每日 |  | |
| 施工现场要有明显的防火宣传标志， | 正常 | 每日 |  | |
| 易燃材料堆放区域合理，便于及时灭火抢救 | 正常 | 每日 |  | |
| 消防水源禁止遮挡或破坏，需满足消防要求 | 正常 | 每日 |  | |

**表7-3：雁塔校区修缮工程施工现场安全检查日查月报表 （2月1日—2月15日） 巡查人：王攀、李明亮**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **项目名称**  **完成进度** | | **1、13#号住宅楼加建电梯项目** | **40%** | | **2. 国际教育学院（原招待所）装修项目** | | | **45%** |
| **3陕西省干部教育培训基地装修项目** | **100%** | | **4、建**筑学院逸夫楼地下图档室改造 | | | **100%** |
| **检查项目** | | **检查内容** | **执行状况** | **检查**  **周期** | | **存在问题** | **整改措施** | **整改结果** |
| **安全**  **管理** | 安全警示 | 工程概况牌、安全生产牌、消防保卫牌、环境保护牌、文明施工牌、施工现场总平面图，根据工程内容入场前张贴 | 正常 | 入场 | |  |  |  |
| 根据需求张贴禁止、警告、指令、提示等四类标志 | 正常 | 入场 | |  |
| 牌、标志安装位置是否合理，安全标志的维护与管理及时 | 正常 | 每日 | |  |
| 安全防护 | “三宝”：[安全帽](https://www.baidu.com/s?wd=%E5%AE%89%E5%85%A8%E5%B8%BD&tn=44039180_cpr&fenlei=mv6quAkxTZn0IZRqIHckPjm4nH00T1dbmWTvuAPhrH7bmWPWPWTk0ZwV5Hcvrjm3rH6sPfKWUMw85HfYnjn4nH6sgvPsT6KdThsqpZwYTjCEQLGCpyw9Uz4Bmy-bIi4WUvYETgN-TLwGUv3EPjTkPjRvPWfv" \t "_blank)、安全带、安全网佩戴情况 | 正常 | 每日 | | 项目2升降机口未搭建临边防护 | 要求进行整改，搭设安全防护 |  |
| “四口”：预留洞口、电梯井口、通道口、楼梯口做好防护 | 正常 | 每日 | |  |
| “五临边”：楼面临边、屋面临边、阳台临边、升降口临边、基坑临边做好安全防护 | 异常 | 每日 | | 已整改 |
| 安全施工 | 健全、落实安全责任制，签订《施工安全责任书》 | 正常 | 入场 | |  |  |  |
| 做好“三级安全教育”，做到“上岗交底、上岗检查” | 正常 | 每日 | |  |
| 配备专(兼)职安全员，特殊工种持从业资格证 | 正常 | 每日 | |  |
| 机具管理 | 机械、工具合格，操作人员持证上岗，停放、摆放得当 | 正常 | 每日 | |  |  |  |
| **文明**  **施工** | 施工围挡 | 校区一般路段的工地周围设置高于1.8m的封闭围 | 正常 | 入场 | |  |  |  |
| 围挡材料坚固、稳定、整洁、美观，要沿工地四周连续设置 | 正常 | 入场 | |  |
| 施工区域、危险部位、设施按规定悬挂安全标志 | 正常 | 入场 | |  |
| 施工场地 | 现场道路畅通、路面平整、坚实、整洁 | 正常 | 每日 | |  |  |  |
| 现场作业、运输、存放材料等采取防尘、降噪措施 | 正常 | 每日 | |  |
| 严禁电缆贴地随意拖拉 | 正常 | 每日 | |  |
| 严禁泥浆、污水、废水外流或堵塞下水道 | 正常 | 每日 | |  |
| 施工场地干净整洁，禁止施工现场随处吸烟、流动吸烟 | 正常 | 每日 | |  |
| **文明**  **施工** | 现场材料 | 设置材料堆放区，布局合理、堆放整齐并标明名称、规格 | 异常 | 每日 | | 项目3材料堆放区域混乱 | 要求进行集中分类堆放 | 已整改 |
| 施工场地垃圾及时清运，禁止凌空抛掷施工材料及器具 | 正常 | 每日 | |  |
| 易燃易爆物品采取防护措施并进行分类存放，严禁现场焚烧各类废弃物 | 正常 | 每日 | |  |
| 其它要求 | 施工区域、危险部位、设施按规悬挂安全标志 | 正常 | 每日 | |  |  |  |
| 建立施工不扰民措施，未经许可，禁止夜间施工 | 正常 | 每日 | |  |
| 施工区域采取防粉尘、防噪音等措施 | 正常 | 每日 | |  |
| 严禁施工人员打架斗殴、偷窃等行为 | 正常 | 每日 | |  |
| **高危**  **作业** | 动火作业 | 使用电焊、气焊（割）、喷灯、电钻、砂轮等可能产生火焰、火花和炽热表面的临时性作业防火措施 | 异常 | 每日 | | 项目1焊接产生的火花存在安全隐患，影响周边行人安全 | 要求进行围挡 | 已整改 |
| 高处作业 | 使用合格设备，搭设规范，人员培训合格，其他防护措施 | 正常 | 每日 | |  |
| 受限空间 | 地下室（半封闭场所）、井、坑（池）、道等场所防护措施 | 正常 | 每日 | |  |
| 临时用电 | 专人负责、持证上岗、规范使用 | 正常 | 每日 | |  |
| 断路作业 | 安全围栏、警示、指示等标识，夜间照明等防护措施 | 正常 | 每日 | |  |
| 破土作业 | 土建施工、挖掘深坑、深槽等可能造成坍塌、高处坠落的土石方防护措施，地下管线设施防护措施 | 正常 | 每日 | |  |
| 吊装作业 | 使用设备合格，人员持证，方案、措施、应急救援明确 | 正常 | 每日 | |  |
| 盲板抽堵 | 从业资格证、专人监护、佩戴专用防护用品 | 正常 | 每日 | |  |
| **安全**  **用电** | 人员管理 | 场地内接线等专人专管、持证上岗 | 正常 | 每日 | |  |  |  |
| 配电箱线 | 配电装置的布设应符合规范要求，设置警示标志 | 正常 | 每日 | |  |
| 线路架设符合规范，无老化破损，接头处理得当，线路截面满足负荷电流，用电设备“一机、一闸、一漏、一箱” | 正常 | 每日 | |  |
| 现场照明 | 照明用电与动力用电分设；特殊场所和手持照明灯应采用安全电压供电；灯具与地面、易燃物间的距离应符合规范要求 | 正常 | 每日 | |  |  |  |
| 按规范要求配备应急照明，照明专用回路安装漏电保护器 | 正常 | 每日 | |  |
| 线路架设符合规范，灯具与地面、易燃物之间有安全距离 | 正常 | 每日 | |  |
| **安全**  **防火** | 电气防火 | 接头不松动，无电火花发生，电气设备的过载、短路保护装置性能可靠，设备绝缘良好 | 正常 | 每日 | |  |  |  |
| 合理选用电气设备，有易燃易爆物品的场所，应选用防爆电器设备，绝缘导线必须密封敷设于钢管内 | 正常 | 每日 | |  |
| 通风，在易燃易爆危险场所运行的电气设备，有良好的风，降低爆炸性混合物的浓度，其通风系统应符合有关要求 | 正常 | 每日 | |  |
| 接地，在易燃易爆危险场所的接地比一般场所要求高，不论其电压高低，正常不带电装置均应按有关规定可靠接地 | 正常 | 每日 | |  |
| 现场防火 | 配备专(兼)职消防安全员 | 正常 | 每日 | | 项目3材料区域未设置灭火装置。存在安全隐患 | 要求配备相应的灭火器材 |  |
| 制定消防措施、制度，配备灭火器材，落实人员防火教育 | 正常 | 每日 | |  |
| 施工现场要有明显的防火宣传标志， | 正常 | 每日 | |  |
| 易燃材料堆放区域合理，便于及时灭火抢救 | 异常 | 每日 | | 已整改 |
| 消防水源禁止遮挡或破坏，需满足消防要求 | 正常 | 每日 | |  |

**表7-4：雁塔校区修缮工程施工现场安全检查日查月报表 （2月15日—2月28日） 巡查人：王攀、李明亮**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **项目名称**  **完成进度** | | **1.13#号住宅楼加建电梯项目** | **40%** | | **2. 国际教育学院（原招待所）装修项目** | | | **45%** |
|  |  | |  | | |  |
|  |  | |  | | |  |
| **检查项目** | | **检查内容** | **执行状况** | **检查**  **周期** | **存在问题** | **整改措施** | **整改结果** | |
| **安全**  **管理** | 安全警示 | 工程概况牌、安全生产牌、消防保卫牌、环境保护牌、文明施工牌、施工现场总平面图，根据工程内容入场前张贴 | 正常 | 入场 |  |  |  | |
| 根据需求张贴禁止、警告、指令、提示等四类标志 | 正常 | 入场 |  | |
| 牌、标志安装位置是否合理，安全标志的维护与管理及时 | 正常 | 每日 |  | |
| 安全防护 | “三宝”：[安全帽](https://www.baidu.com/s?wd=%E5%AE%89%E5%85%A8%E5%B8%BD&tn=44039180_cpr&fenlei=mv6quAkxTZn0IZRqIHckPjm4nH00T1dbmWTvuAPhrH7bmWPWPWTk0ZwV5Hcvrjm3rH6sPfKWUMw85HfYnjn4nH6sgvPsT6KdThsqpZwYTjCEQLGCpyw9Uz4Bmy-bIi4WUvYETgN-TLwGUv3EPjTkPjRvPWfv" \t "_blank)、安全带、安全网佩戴情况 | 正常 | 每日 |  |  |  | |
| “四口”：预留洞口、电梯井口、通道口、楼梯口做好防护 | 正常 | 每日 |  | |
| “五临边”：楼面临边、屋面临边、阳台临边、升降口临边、基坑临边做好安全防护 | 正常 | 每日 |  | |
| 安全施工 | 健全、落实安全责任制，签订《施工安全责任书》 | 正常 | 入场 |  |  |  | |
| 做好“三级安全教育”，做到“上岗交底、上岗检查” | 正常 | 每日 |  | |
| 配备专(兼)职安全员，特殊工种持从业资格证 | 正常 | 每日 |  | |
| 机具管理 | 机械、工具合格，操作人员持证上岗，停放、摆放得当 | 正常 | 每日 |  |  |  | |
| **文明**  **施工** | 施工围挡 | 校区一般路段的工地周围设置高于1.8m的封闭围 | 正常 | 入场 |  |  |  | |
| 围挡材料坚固、稳定、整洁、美观，要沿工地四周连续设置 | 正常 | 入场 |  | |
| 施工区域、危险部位、设施按规定悬挂安全标志 | 正常 | 入场 |  | |
| 施工场地 | 现场道路畅通、路面平整、坚实、整洁 | 正常 | 每日 |  |  |  | |
| 现场作业、运输、存放材料等采取防尘、降噪措施 | 正常 | 每日 |  | |
| 严禁电缆贴地随意拖拉 | 正常 | 每日 |  | |
| 严禁泥浆、污水、废水外流或堵塞下水道 | 正常 | 每日 |  | |
| 施工场地干净整洁，禁止施工现场随处吸烟、流动吸烟 | 正常 | 每日 |  | |
| **文明**  **施工** | 现场材料 | 设置材料堆放区，布局合理、堆放整齐并标明名称、规格 | 正常 | 每日 |  |  |  | |
| 施工场地垃圾及时清运，禁止凌空抛掷施工材料及器具 | 正常 | 每日 |  | |
| 易燃易爆物品采取防护措施并进行分类存放，严禁现场焚烧各类废弃物 | 正常 | 每日 |  | |
| 其它要求 | 施工区域、危险部位、设施按规悬挂安全标志 | 正常 | 每日 |  |  |  | |
| 建立施工不扰民措施，未经许可，禁止夜间施工 | 正常 | 每日 |  | |
| 施工区域采取防粉尘、防噪音等措施 | 正常 | 每日 |  | |
| 严禁施工人员打架斗殴、偷窃等行为 | 正常 | 每日 |  | |
| **高危**  **作业** | 动火作业 | 使用电焊、气焊（割）、喷灯、电钻、砂轮等可能产生火焰、火花和炽热表面的临时性作业防火措施 | 正常 | 每日 |  |  |  | |
| 高处作业 | 使用合格设备，搭设规范，人员培训合格，其他防护措施 | 正常 | 每日 |  | |
| 受限空间 | 地下室（半封闭场所）、井、坑（池）、道等场所防护措施 | 正常 | 每日 |  | |
| 临时用电 | 专人负责、持证上岗、规范使用 | 正常 | 每日 |  | |
| 断路作业 | 安全围栏、警示、指示等标识，夜间照明等防护措施 | 正常 | 每日 |  | |
| 破土作业 | 土建施工、挖掘深坑、深槽等可能造成坍塌、高处坠落的土石方防护措施，地下管线设施防护措施 | 正常 | 每日 |  | |
| 吊装作业 | 使用设备合格，人员持证，方案、措施、应急救援明确 | 正常 | 每日 |  | |
| 盲板抽堵 | 从业资格证、专人监护、佩戴专用防护用品 | 正常 | 每日 |  | |
| **安全**  **用电** | 人员管理 | 场地内接线等专人专管、持证上岗 | 正常 | 每日 |  |  |  | |
| 配电箱线 | 配电装置的布设应符合规范要求，设置警示标志 | 正常 | 每日 |  | |
| 线路架设符合规范，无老化破损，接头处理得当，线路截面满足负荷电流，用电设备“一机、一闸、一漏、一箱” | 正常 | 每日 |  | |
| 现场照明 | 照明用电与动力用电分设；特殊场所和手持照明灯应采用安全电压供电；灯具与地面、易燃物间的距离应符合规范要求 | 正常 | 每日 |  |  |  | |
| 按规范要求配备应急照明，照明专用回路安装漏电保护器 | 正常 | 每日 |  | |
| 线路架设符合规范，灯具与地面、易燃物之间有安全距离 | 正常 | 每日 |  | |
| **安全**  **防火** | 电气防火 | 接头不松动，无电火花发生，电气设备的过载、短路保护装置性能可靠，设备绝缘良好 | 正常 | 每日 |  |  |  | |
| 合理选用电气设备，有易燃易爆物品的场所，应选用防爆电器设备，绝缘导线必须密封敷设于钢管内 | 正常 | 每日 |  | |
| 通风，在易燃易爆危险场所运行的电气设备，有良好的风，降低爆炸性混合物的浓度，其通风系统应符合有关要求 | 正常 | 每日 |  | |
| 接地，在易燃易爆危险场所的接地比一般场所要求高，不论其电压高低，正常不带电装置均应按有关规定可靠接地 | 正常 | 每日 |  | |
| 现场防火 | 配备专(兼)职消防安全员 | 正常 | 每日 |  |  |  | |
| 制定消防措施、制度，配备灭火器材，落实人员防火教育 | 正常 | 每日 |  | |
| 施工现场要有明显的防火宣传标志， | 正常 | 每日 |  | |
| 易燃材料堆放区域合理，便于及时灭火抢救 | 正常 | 每日 |  | |
| 消防水源禁止遮挡或破坏，需满足消防要求 | 正常 | 每日 |  | |