

FOCUSED INDOOR AIR QUALITY ASSESSMENT SURVEY

for the property located at:

**400 WEST 59th STREET
NEW YORK, NY**

within the:

**THIRD FLOOR SOUTH AREA &
FOURTH FLOOR OFFICE # 4021**

prepared for:

**OPEN SOCIETY INSTITUTE
400 WEST 59th STREET
NEW YORK, NY 10019**

prepared by:

**GCI ENVIRONMENTAL ADVISORY, INC.
655 THIRD AVENUE
NEW YORK, NY 10017**

APRIL 2011

FOCUSED INDOOR AIR QUALITY INSPECTION SURVEY

prepared for:

**OPEN SOCIETY INSTITUTE
400 WEST 59th STREET
NEW YORK, NY 10019**

I. EXECUTIVE SUMMARY

A Focused Indoor Air Quality Inspection Survey was conducted within selected areas of the South side of the Third Floor and Office # 4021 on the Fourth Floor within the Open Society Institute's 400 West 59th Street, NYC location during April 18, 2011. The survey was prompted by "indoor air quality" concerns expressed by employees. The survey was conducted by GCI Environmental Advisory, Inc. Industrial Hygienist, Mr. Paul Sousa.

All average levels of the indoor contaminants measured within all tested areas on the Third Floor and Office # 4021 on the Fourth Floor were well below and therefore in compliance with current Occupational Safety and Health Administration (OSHA) standards with no excessive statistical differences observed between the sampling areas. No elevated levels of Total Volatile Organic Compounds (TVOCs) or dust were detected in any of the samples collected.

The following averages were obtained from the surveyed tenant spaces:

Parameter	3 rd Floor SE Perimeter (Outside CR 3D) AM / PM	3 rd Floor Middle Interior (Outside #3089) AM / PM	3 rd Floor Terrace (Outside Air)
Temperature	70.8 °F / 74.3 °F	73.2 °F / 75.6 °F	71.9 °F
Relative Humidity	32.0 % / 28.8%	31.3 % / 29.7 %	18.6 %
CO	1.6 ppm / 1.5 ppm	1.7 ppm / 1.6 ppm	1.5 ppm
CO ₂	592 ppm / 812 ppm	755 ppm / 926 ppm	459 ppm
Dust	6.4 µg/m ³ / 8.0 µg/m ³	7.9 µg/m ³ / 4.0 µg/m ³	13.6 µg/m ³
TVOC	<0.1 ppm / <0.1 ppm	<0.1 ppm / <0.1 ppm	<0.1 ppm

Parameter	3 rd Floor Middle Interior (Outside Stair "D") AM / PM	3 rd Floor NW Perimeter (Outside #3050) AM / PM	3 rd Floor Terrace (Outside Air)
Temperature	73.4 °F / 75.9 °F	76.2 °F / 77.6 °F	71.9 °F
Relative Humidity	30.4 % / 29.7%	27.5 % / 27.0 %	18.6 %
CO	1.7 ppm / 1.7 ppm	1.6 ppm / 1.9 ppm	1.5 ppm
CO ₂	747 ppm / 946 ppm	805 ppm / 806 ppm	459 ppm
Dust	7.0 µg/m ³ / 4.0 µg/m ³	6.1 µg/m ³ / 4.0 µg/m ³	13.6 µg/m ³
TVOC	<0.1 ppm / <0.1 ppm	<0.1 ppm / <0.1 ppm	<0.1 ppm

Parameter	4 th Floor (Office #4021) AM / PM	3 rd Floor Terrace (Outside Air)
Temperature	77.8 °F / 76.6°F	71.9 °F
Relative Humidity	24.3 % / 26.6%	18.6 %
CO	1.5 ppm / 1.9 ppm	1.5 ppm
CO ₂	693 ppm / 789 ppm	459 ppm
Dust	4.2 µg/m ³ / 4.0 µg/m ³	13.6 µg/m ³
TVOC	<0.1 ppm / <0.1 ppm	<0.1 ppm

II. INTRODUCTION

The purpose of this survey was to respond to "indoor air quality" concerns expressed by employees working in the South side of the Third Floor area and Office # 4021 on the Fourth Floor within the Open Society Institute's 400 West 59th Street NYC location. An initial walk-through inspection was conducted and proposed sampling sites were identified that would include typical tenant air for the selected complaint and non-complaint areas. The sampling parameters for the Indoor Air Quality Survey included Carbon Monoxide, Carbon Dioxide, Temperature, Relative Humidity, Nitrogen Dioxide, Nitric Oxide, Ozone, Total Volatile Organic Compounds (TVOCs) and Total Dust.

III. SAMPLING AND ANALYTICAL METHODOLOGY

The sampling and inspection strategy utilized included:

- a. Visually inspecting each of the Complaint and Non-Complaint areas to determine general ambient and logistic parameters.
- b. Reviewing with facilities management all present tenant processes to determine potential sampling locations and sampling parameters.
- c. Collecting a complete set of parameters from within representative Complaint and Non-complaint areas on the basement level.
- d. Collecting a complete set of physical parameters from the outside air for comparison.
- e. Recording the analytical findings and noting any visual or olfactory observations.

The chemical gases Carbon Monoxide and Carbon Dioxide as well as the physical parameters Temperature and Relative Humidity were measured utilizing a GrayWolf Sensing Solutions Indoor Air Quality Sensor Probe #IQ-410. The chemical gases Nitric Oxide, Nitrogen Dioxide and Ozone as well as Total Volatile Organic Compounds (TVOCs) were measured utilizing a GrayWolf Sensing Solutions Toxic Gas Probe #TG-502 with PID (Photoionization Detector). Dust was measured utilizing a ThermoElectron Corporation personalDataRam Particle Counter (Model #pDR-1000AN). Each sensor probe and the dust particle counter was connected to a Hewlett-Packard iPAQ Pocket PC for datalogging purposes and was calibrated prior to use.

The analytical results and sampling locations for all parameters tested can be found in their appropriate sections.

IV. OBSERVATIONS

The following visual and olfactory observations were made during the survey:

- No noticeable smells or odors were detected during the survey.

SURVEY AREA	DESCRIPTION
Third Floor Southeast Perimeter (Outside Conference Room 3D)	Common area with work stations, computers, monitors, chairs, phones and carpeted floor.
Third Floor Middle Interior (Outside Office # 3089)	Common area with work stations, computers, monitors, chairs, phones and carpeted floor.
Third Floor Middle Interior (Outside Stairwell "D")	Common area with work stations, computers, monitors, chairs, phones and carpeted floor.
Third Floor Northwest Perimeter (Outside Office #3050)	Common area with work stations, computers, monitors, chairs, phones and carpeted floor.
Fourth Floor Office #4021	Office area with desk, chair, bookcase, two(2) chairs, computer, monitor, telephone and carpeted floor.

V. DISCUSSION AND ANALYTICAL RESULTS

The sampling method utilized for gases is based upon short duration sampling periods, less than eight (8) hours for all parameters. These methods have an accepted standard analytical error of +/- 25 %. All identified OSHA-TWA standards are based upon an average exposure over an eight (8) hour testing period. The use of this short duration sampling is to identify potential hazards and to narrow the suspected parameters to a definable level.

All average levels of the indoor contaminants measured within all tested areas on the Third Floor and Office # 4021 were well below and therefore in compliance with current Occupational Safety and Health Administration (OSHA) standards with no excessive statistical differences observed between the sampling areas. No elevated levels of Total Volatile Organic Compounds (TVOCs) or dust were detected in any of the samples collected.

The measurement of Carbon Dioxide is a good indicator of proper ventilation rates (i.e. adequate fresh air intake into a building's HVAC system). Recommended guidelines, not official OSHA standards, indicate that levels below seven hundred parts per million (700 ppm) above outside ambient levels are indicative that the present fresh air intake ventilation is adequate to deal with the current human occupancy load. The OSHA standard of five thousand (5000) ppm is the occupational exposure at which OSHA believes that an average working person can be exposed for eight (8) hours a day for a working lifetime without causing harm to that employee. The recorded analytical results of Carbon Dioxide although within the recommended ranges were slightly elevated during the morning sampling period and indicated additional fresh air may be required during the morning periods.

The indoor Carbon Monoxide levels recorded during this survey were well below the OSHA TWA of fifty (50) ppm and according to published information should not result in any adverse health effects.

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**GCI ENVIRONMENTAL ADVISORY, INC.
AIR QUALITY SURVEY SUMMARY**

CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Third Floor - Southeast Perimeter
(Outside Conference Room 3D - AM Sampling)

<u>SAMPLE ID</u>	<u>PARAMETER</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>AVERAGE</u>	<u>OSHA TWA</u>
400-3-1	Temperature	69.1 °F	71.9 °F	70.8 °F	N/A
400-3-1	Relative Humidity	31.3 %	33.4 %	32.0 %	N/A
400-3-1	CO	1.4 ppm	1.7 ppm	1.6 ppm	50 ppm
400-3-1	CO ₂	535 ppm	687 ppm	592 ppm	5000 ppm
400-3-1	Dust	2.0 µg/m ³	15.0 µg/m ³	6.4 µg/m ³	15,000 µg/m ³
400-3-1	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-3-1	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-3-1	NO	1.7 ppm	20.1 ppm	4.9 ppm	25 ppm
400-3-1	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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ppm - Parts Per Million

µg/m³ - Micrograms per cubic meter of air

* OSHA Action Level (AL) expressed in fibers per cubic centimeter of air

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AIR QUALITY SURVEY SUMMARY**

CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Third Floor - Middle Interior
(Outside Office #3089 - AM Sampling)

<u>SAMPLE ID</u>	<u>PARAMETER</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>AVERAGE</u>	<u>OSHA TWA</u>
400-3-2	Temperature	71.5 °F	74.1 °F	73.2 °F	N/A
400-3-2	Relative Humidity	30.4 %	36.1 %	31.3 %	N/A
400-3-2	CO	1.5 ppm	1.8 ppm	1.7 ppm	50 ppm
400-3-2	CO ₂	657 ppm	1590 ppm	755 ppm	5000 ppm
400-3-2	Dust	4.0 µg/m ³	27.0 µg/m ³	7.9 µg/m ³	15,000 µg/m ³
400-3-2	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-3-2	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-3-2	NO	<1.0 ppm	1.6 ppm	1.2 ppm	25 ppm
400-3-2	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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AIR QUALITY SURVEY SUMMARY**

CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Third Floor - Middle Interior
(Outside Stairwell "D"- AM Sampling)

<u>SAMPLE ID</u>	<u>PARAMETER</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>AVERAGE</u>	<u>OSHA TWA</u>
400-3-3	Temperature	72.9 °F	73.8 °F	73.4 °F	N/A
400-3-3	Relative Humidity	30.0 %	30.9 %	30.4 %	N/A
400-3-3	CO	1.6 ppm	1.7 ppm	1.7 ppm	50 ppm
400-3-3	CO ₂	716 ppm	774 ppm	747 ppm	5000 ppm
400-3-3	Dust	4.0 µg/m ³	47.0 µg/m ³	7.0 µg/m ³	15,000 µg/m ³
400-3-3	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-3-3	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-3-3	NO	<1.0 ppm	<1.0 ppm	<1.0 ppm	25 ppm
400-3-3	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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AIR QUALITY SURVEY SUMMARY**

CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Third Floor - Northwest Perimeter
(Outside Office #3050 - AM Sampling)

SAMPLE ID	PARAMETER	MINIMUM	MAXIMUM	AVERAGE	OSHA TWA
400-3-4	Temperature	74.8 °F	76.9 °F	76.2 °F	N/A
400-3-4	Relative Humidity	25.9 %	29.2 %	27.5 %	N/A
400-3-4	CO	1.5 ppm	1.7 ppm	1.6 ppm	50 ppm
400-3-4	CO ₂	724 ppm	877 ppm	805 ppm	5000 ppm
400-3-4	Dust	4.0 µg/m ³	13.0 µg/m ³	6.1 µg/m ³	15,000 µg/m ³
400-3-4	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-3-4	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-3-4	NO	<1.0 ppm	<1.0 ppm	<1.0 ppm	25 ppm
400-3-4	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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AIR QUALITY SURVEY SUMMARY**

CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Fourth Floor - Office #4021 - AM Sampling

SAMPLE ID	PARAMETER	MINIMUM	MAXIMUM	AVERAGE	OSHA TWA
400-4-5	Temperature	76.3 °F	78.5 °F	77.8 °F	N/A
400-4-5	Relative Humidity	23.7 %	26.1 %	24.3 %	N/A
400-4-5	CO	1.3 ppm	1.6 ppm	1.5 ppm	50 ppm
400-4-5	CO ₂	662 ppm	957 ppm	693 ppm	5000 ppm
400-4-5	Dust	2.0 µg/m ³	9.0 µg/m ³	4.2 µg/m ³	15,000 µg/m ³
400-4-5	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-4-5	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-4-5	NO	<1.0 ppm	<1.0 ppm	<1.0 ppm	25 ppm
400-4-5	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Third Floor Terrace - Outside Air

<u>SAMPLE ID</u>	<u>PARAMETER</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>AVERAGE</u>	<u>OSHA TWA</u>
400-3-6	Temperature	64.9 °F	74.1 °F	71.9 °F	N/A
400-3-6	Relative Humidity	17.3 %	20.1 %	18.6 %	N/A
400-3-6	CO	0.6 ppm	2.8 ppm	1.5 ppm	50 ppm
400-3-6	CO ₂	435 ppm	488 ppm	459 ppm	5000 ppm
400-3-6	Dust	8.0 µg/m ³	27.0 µg/m ³	13.6 µg/m ³	15,000 µg/m ³
400-3-6	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-3-6	Ozone	0.01 ppm	0.10 ppm	0.05 ppm	0.1 ppm
400-3-6	NO	<1.0 ppm	<1.0 ppm	<1.0 ppm	25 ppm
400-3-6	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Third Floor - Southeast Perimeter
(Outside Conference Room 3D - PM Sampling)

<u>SAMPLE ID</u>	<u>PARAMETER</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>AVERAGE</u>	<u>OSHA TWA</u>
400-3-7	Temperature	73.7 °F	74.6 °F	74.3 °F	N/A
400-3-7	Relative Humidity	28.5 %	29.7 %	28.8 %	N/A
400-3-7	CO	1.0 ppm	1.7 ppm	1.5 ppm	50 ppm
400-3-7	CO ₂	777 ppm	950 ppm	812 ppm	5000 ppm
400-3-7	Dust	8.0 µg/m ³	8.0 µg/m ³	8.0 µg/m ³	15,000 µg/m ³
400-3-7	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-3-7	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-3-7	NO	<1.0 ppm	<1.0 ppm	<1.0 ppm	25 ppm
400-3-7	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Third Floor - Middle Interior
 (Outside Office #3089 - PM Sampling)

<u>SAMPLE ID</u>	<u>PARAMETER</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>AVERAGE</u>	<u>OSHA TWA</u>
400-3-8	Temperature	74.8 °F	76.1 °F	75.6 °F	N/A
400-3-8	Relative Humidity	29.4 %	30.4 %	29.7%	N/A
400-3-8	CO	1.4 ppm	1.8 ppm	1.6 ppm	50 ppm
400-3-8	CO ₂	892 ppm	979 ppm	926 ppm	5000 ppm
400-3-8	Dust	4.0 µg/m ³	4.0 µg/m ³	4.0 µg/m ³	15,000 µg/m ³
400-3-8	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-3-8	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-3-8	NO	<1.0 ppm	<1.0 ppm	<1.0 ppm	25 ppm
400-3-8	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Third Floor - Middle Interior
(Outside Stairwell "D"- PM Sampling)

<u>SAMPLE ID</u>	<u>PARAMETER</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>AVERAGE</u>	<u>OSHA TWA</u>
400-3-9	Temperature	75.2 °F	76.5 °F	75.9 °F	N/A
400-3-9	Relative Humidity	29.1 %	30.3 %	29.7 %	N/A
400-3-9	CO	1.6 ppm	1.8 ppm	1.7 ppm	50 ppm
400-3-9	CO ₂	924 ppm	969 ppm	946 ppm	5000 ppm
400-3-9	Dust	4.0 µg/m ³	4.0 µg/m ³	4.0 µg/m ³	15,000 µg/m ³
400-3-9	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-3-9	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-3-9	NO	<1.0 ppm	<1.0 ppm	<1.0 ppm	25 ppm
400-3-9	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Third Floor - Northwest Perimeter
(Outside Office #3050 - PM Sampling)

SAMPLE ID	PARAMETER	MINIMUM	MAXIMUM	AVERAGE	OSHA TWA
400-3-10	Temperature	76.5 °F	78.3 °F	77.7 °F	N/A
400-3-10	Relative Humidity	26.3 %	27.5 %	27.0 %	N/A
400-3-10	CO	1.6 ppm	2.0 ppm	1.9 ppm	50 ppm
400-3-10	CO ₂	743 ppm	845 ppm	806 ppm	5000 ppm
400-3-10	Dust	4.0 µg/m ³	4.0 µg/m ³	4.0 µg/m ³	15,000 µg/m ³
400-3-10	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-3-10	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-3-10	NO	<1.0 ppm	<1.0 ppm	<1.0 ppm	25 ppm
400-3-10	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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CLIENT NAME: Open Society Institute
SURVEY ADDRESS: 400 West 59th Street
SURVEY DATE: April 18, 2011
SURVEY AREA: Fourth Floor - Office #4021 - PM Sampling

<u>SAMPLE ID</u>	<u>PARAMETER</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>AVERAGE</u>	<u>OSHA TWA</u>
400-4-11	Temperature	76.1 °F	77.5 °F	76.6 °F	N/A
400-4-11	Relative Humidity	26.5 %	26.8 %	26.6 %	N/A
400-4-11	CO	1.7 ppm	2.0 ppm	1.9 ppm	50 ppm
400-4-11	CO ₂	765 ppm	863 ppm	789 ppm	5000 ppm
400-4-11	Dust	4.0 µg/m ³	4.0 µg/m ³	4.0 µg/m ³	15,000 µg/m ³
400-4-11	VOCs	<0.1 ppm	<0.1 ppm	<0.1 ppm	N/A
400-4-11	Ozone	<0.01 ppm	<0.01 ppm	<0.01 ppm	0.1 ppm
400-4-11	NO	<1.0 ppm	<1.0 ppm	<1.0 ppm	25 ppm
400-4-11	NO ₂	<0.5 ppm	<0.5 ppm	<0.5 ppm	3 ppm

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