

may checklist 2021**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**
LIGHTING, OUTSIDE**SITE AND BLDG #:** ny116-02**MECHANIC SIGNATURE:** Ramon V**DATE:** 5-19-2021**LOCATION/RM #:** WO# 12583 **ASSET #** 10771**START TIME:** _____**FINISH TIME:** _____

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	check		(2) bulbs out
2	Schedule and coordinate work with operating personnel.	check		
3	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	check		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Open and tag switch.	check		
2	Inspect visual condition of wiring. Look for evidence of overheating.	check		
3	Check for proper light operation.	check		
4	Test operation of automatic switches/ time clock/ photocells if applicable.	check		
5	Inspect light pole and mounting devices for deficiencies.	check		
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	check		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes: