

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
EMERGENCY EXIT SIGNS AND WALL PACKS**

ACTIVITY AND BLDG #: **White Plains MD066**

MECHANIC
SIGNATURE: 






DATE: **10/15/21**

LOCATION/RM #: **all buildings** WO# **15106** ASSET # **543-545**

START TIME: **8:15**

FINISH TIME: **8:55**

Buildings

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) | |
|--|---|---|----|---|--|
| | | YES | NO | | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | | |
| 1 | Inspect for structural defects, note needed repairs |  | | | |
| 2 | Push test buttons and observe light operation. Note any units that do not operate properly.- Report issues and open a CM ticket |  | | | |
| 3 | Clean exterior with dry cloth. |  | | | |
| 4 | For Exit lights check for proper arrow direction. |  | | | |
| 5 | Make and/or recommend any needed repairs. |  | | | |



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 discription of the deficiency.

To be perfomed by: General Maintenance Worker

Additional Notes: