

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

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








MECHANIC SIGNATURE: 

DATE: **3/21/22**

LOCATION/RM #: **all bldgs.** WO# **16737** ASSET # **529-531**

START TIME: **6:50**

FINISH TIME: **6:55**

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 performed by: General Maintenance Worker

**Additional Notes:**