

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


**ACTIVITY AND BLDG #:**Plattsburgh 054

**MECHANIC  
SIGNATURE:**





**DATE:** 2/4/2021

**LOCATION/RM #:** interior **WO#** 

**ASSET #** 

**START TIME:** 1010

**FINISH TIME:** 1140

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.			
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.			
3	Clean exterior with dry cloth.			6 lights out. recommend replacement
4	For Exit lights check for proper arrow direction.			of bulbs and lights on 3 units. and
5	Make and/or recommend any needed repairs.			recommend replacement of unit on other 3

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:**