

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **LIGHTING, OUTSIDE**

3/3/2023

SITE AND BLDG #: **Saugerties 128**

**MECHANIC
SIGNATURE:** 

DATE:

LOCATION/RM #: **site** **WO#** **21176** **ASSET #** **10855**

START TIME: **0550**

FINISH TIME: **0610**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE)	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.	✓		11 pole lights out all pathway lights out 4 lights on exterior of building out	
2	Schedule and coordinate work with operating personnel.	✓			
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.	✓			
TO BE PERFORMED AT EACH INSPECTION SERVICE					
1	Open and tag switch.	✓			
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓			
3	Check for proper light operation.	✓			
4	Test operation of automatic switches/ time clock/ photocells if applicable.	✓			
5	Inspect light pole and mounting devices for deficiencies.	✓			
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	✓			

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: