

# April checklist 2021

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### LIGHTING, OUTSIDE

SITE AND BLDG #: **ny024-208**MECHANIC  
SIGNATURE: **Ramon V**DATE: **4-7-2021**LOCATION/RM #: \_\_\_\_\_ WO# **12464** ASSET # **9692**

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.	yes		(1) bulb out
2	Schedule and coordinate work with operating personnel.	yes		
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.	yes		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Open and tag switch.	yes		
2	Inspect visual condition of wiring. Look for evidence of overheating.			
3	Check for proper light operation.	yes		
4	Test operation of automatic switches/ time clock/ photocells if applicable.	yes		
5	Inspect light pole and mounting devices for deficiencies.			
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	yes		

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:

**(5) pieces double lights solar panels**  
**(5) pieces single lights solar panels**