

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**MISCELLANEOUS KITCHEN EQUIPMENT**

<b>ACTIVITY AND BLDG #:</b>			<b>MECHANIC SIGNATURE:</b>	<b>DATE:</b>
<b>LOCATION/RM #:</b>	<b>WO#</b>	<b>ASSET #</b>	<b>START TIME:</b> _____ <b>FINISH TIME:</b> _____	
<b>CHECK POINT</b>	<b>CHECKPOINT DESCRIPTION</b>	<b>TASK COMPLETE</b>	<b>NOTES/ ACTIONS</b> (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
		<b>YES</b>	<b>NO</b>	<b>SPECIAL INSTRUCTIONS</b>
1	Notify cafeteria operator and get permission prior to performing all maintenance.			
2	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.			
3	De-energize, lock out, and tag electrical circuits and fuel service.			
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Check with operator or manager for any deficiencies, verify cleaning program.			
2	Check all controls, mechanisms for proper operation; adjust as required.			
3	If applicable, examine utility supply line, piping, valve packing, specialties, and insulation; look for any leaks.			
4	If applicable, check electric power line condition, switch, disconnect, etc.; or check condition of gas supply, valves, regulators, and inspect pilot, check for Gas leaks.			
5	Ensure unit is clean and in working order. Note any deficiencies.			

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 description of the deficiency.

To be performed by: General Maintenance Worker

**Additional Notes:**