

**June 2021 checklist**  
**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**LIGHTING, OUTSIDE**

SITE AND BLDG #: **ny024-358**

LOCATION/RM #:	WO#	<b>13060</b>	<b>9807</b>
		<b>13259</b>	<b>9806</b>

MECHANIC  
SIGNATURE: **Ramon V**DATE: **6-11-2021**

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

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:**

**update bldg 358 new lighting system.  
(5) pieces single light solar panels.**