

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

SITE AND BLDG #: **ny024-358**MECHANIC  
SIGNATURE: **Ramon V**DATE: **4-7-2021**LOCATION/RM #: **WO# 12468** ASSET # **9807**

START TIME: \_\_\_\_\_

FINISH TIME: \_\_\_\_\_

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
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		<b>lights don't work</b>
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		<b>they aware of it.</b>
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Open and tag switch.	yes		
2	Inspect visual condition of wiring. Look for evidence of overheating.	yes		
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 description of the deficiency.

To be performed by: General Maintenance Worker

**Additional Notes:**