

## may checklist 2021

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST  
EMERGENCY EXIT SIGNS AND WALL PACKSACTIVITY AND BLDG #: ny024-358 12783 9809MECHANIC  
SIGNATURE: Ramon VDATE: 5-4-2021LOCATION/RM #: WO# 12784 ASSET 9810START 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.	check		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Inspect for structural defects, note needed repairs	check		
2	Push test buttons and observe light operation. Note any units that do not operate properly.	check		emergency lights ok
3	Clean exterior with dry cloth.	check		
4	For Exit lights check for proper arrow direction.	check		
5	Make and/or recommend any needed repairs.	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:**