

CERTIFICATION OF WORK

(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID/Building: PA 011

Date of Visit: 7/22/2019

Contractor Personnel on Site:

1. Craig Toochek
2. M Taylor
3. A Friedman
4. _____
5. _____
6. _____

Work Performed:

Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

1. PM PER LIST. DIEBOLD BLACK LABEL
2. RESET COMB, NEW STG 8550 MP
3. DOOR+FRAME ARE GREEN
4. _____
5. _____
6. _____

To be signed by the Contractor:

Print Name: Technicians Name Craig Toochek Date: 7/22/2019

Signed: Craig Toochek

To be signed by Facility Manager:

By signing the Certification of Work, the said government representative signature does not constitute acceptance of any work performed by the contractor, it only acknowledges that the contractor was on-site during the identified timeline:

Print Name/Rank: Ramon E. Dela Cruz SGT Date: 20190722

Signed: Ramon E. Dela Cruz

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
VAULT DOOR

SITE AND BLDG #: PA011-00001

MECHANIC
SIGNATURE: *S. Hall*

DATE: 7/22/2019

LOCATION/RM #: 120 WO# 9790 ASSET # 7931

START TIME: 805

FINISH TIME: 849

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.	✓		
2	Review manufacturer's instructions.	✓		
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.	N/A		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check alignment of dial ring with lock case; correct if necessary.	✓		
2	Check mounting screws of dial ring and lock case; tighten them, using a thread locking compound.	✓		
3	Look for corrosion or presence of any foreign matter that will in any manner affect the lock's proper operation.	✓		
4	Look for any signs of malfunctioning or impending failure.	✓		
5	Look for any signs of tampering, forced, or covert entry; report this to the local Security and Law Enforcement Office.	✓		
6	Check Alignment of door with frame	✓		
7	Check for difficulty in opening, closing or locking the door.	✓		
8	Replace all defective hardware	✓		NONE

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.

1. A qualified locksmith with expertise in GSA locks is required.
2. Prior Coordination with the facility must occur prior to scheduled work. (See suggested coordination questions below)
 - a. Access to Arms room is accompanied. Someone with unaccompanied access MUST be present at all times during scheduled work.
 - b. Coordination AND approval from the Facility Coordinator or Physical Security Officer or PIN Custodian for combination change.

Additional Notes:

THIS FACILITY IS
PROTECTED BY AN
ALARM SYSTEM

Unauthorized entry is prohibited. Violators
will be prosecuted under the provisions of
the JCWU or other applicable laws.

RESTRICTED AREA

INTRUSION
DETECTION
SYSTEM



PA011-01

Asset # 5031-Dehumid-

PA011-01

Asset # 7931-Diedold Vault Door-

PA011-01

Asset # 6486-Vault Mon Sens-

PA011-01

Asset # 6456-Valu Sec Sys-