

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **EMERGENCY EXIT SIGNS AND WALL PACKS**

ACTIVITY AND BLDG #: **White Plains MD066**

MECHANIC  
SIGNATURE:






DATE: **10/16/20**

LOCATION/RM #: **interior** WO# **12842** ASSET # **543-545**

START TIME: **8:30**

FINISH TIME: **9:15**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS <small>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</small>
		YES	NO	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Inspect for structural defects, note needed repairs			
2	Push test buttons and observe light operation. Note any units that do not operate properly.- Report issues and open a CM ticket			
3	Clean exterior with dry cloth.			
4	For Exit lights check for proper arrow direction.			
5	Make and/or recommend any needed repairs.			

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 discription of the deficiency.

To be performed by: General Maintenance Worker

**Additional Notes:**