

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **LIGHTING, OUTSIDE**

SITE AND BLDG #: **White Plains. MD066**

MECHANIC
SIGNATURE:











DATE: **10/16/20**

LOCATION/RM #: **exterior** WO# **12907**. ASSET # **367-374**

START TIME: **9:20.**

FINISH TIME: **9:45**

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|--|---|---|----|---|
| | | YES | NO | |
| SPECIAL INSTRUCTIONS | | | | |
| 1 | Schedule and coordinate work with operating personnel. |  | | |
| 2 | Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. |  | | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Inspect lighting contactor for pitting or arcing -report issues |  | | |
| 2 | Inspect visual condition of wiring. Look for evidence of overheating. |  | | |
| 3 | Check for proper light operation. |  | | |
| 4 | Test operation of automatic switches/ time clock/ photocells if applicable. |  | | |
| 5 | Inspect light pole and mounting devices for deficiencies. |  | | |
| 6 | For any noted deficiency, takes pictures and open corrective maintenance ticket. |  | | |

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: