

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: DE001 Date of Visit: 11/13/20

Contractor Personnel on Site:

- |                      |          |
|----------------------|----------|
| 1. <u>JOHN BROWN</u> | 3. _____ |
| 2. _____             | 4. _____ |

**Work Performed:**


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

1. WO'S 12975MO,12987QT,13011SA,13058PMF,13083PMQ,13097PMS
2. 12988PMQT
3. LIGHTING, REFRIGERATOR, WATER HEATER, DEHUMIDIFIER, FILTERS
4. VFD BOILER RM, AIR HANDLER
5. \_\_\_\_\_

**CERTIFICATION OF WORK**

To be signed by the Contractor:

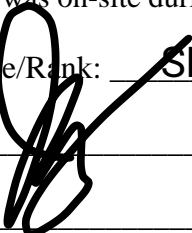
Print Name: Johnny W Brown Date: 11/13/20

Signed: 

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: SFC Jose Mojica Date: 11/13/20

Signed: 

E-Mail: \_\_\_\_\_

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### REACH-IN REFRIGERATORS/ FREEZERS

MECHANIC  
SIGNATURE:


DATE: 11/13/20

START TIME: 0900

FINISH TIME: 1630

SITE AND BLDG #: DE001-01

LOCATION/RM #: WO# 12987 ASSET # 1468

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	De-energize, lock out, and tag electrical circuits.	/		
2	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.	/		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	/		
2	Verify indicator light on; check compartment temperature.	/		
3	Examine evaporator for proper clearances/slope and air flow.	/		
4	Examine handles, hinges and tightness of door closure.	/		
5	Examine safety door release and fan shut down safety switch.	/		
6	Inspect lighting for burnt out lamps. Replace if required.	/		replaced 2 light bulbs
7	Clean evaporator coil, evaporator drain pan, blowers, fans, motors, and drain piping as required; lubricate motor(s).	/		
8	Clean condenser coil and condensing unit section.	/		
9	Clean and inspect defrost evaporation trays/pans.	/		
10	Check operation of thermostats; calibrated as required.	/		
11	Check coil superheat and adjust to manufacturers recommendations.	/		
12	Inspect and service all electric motors.	/		
13	Check box floor for water or ice accumulation.	/		
14	Clean up area and note any deficiencies.	/		

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:**

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** TANKS, WATER STORAGE

MECHANIC  
SIGNATURE

DATE: 11/13/20

START TIME: 0900

FINISH TIME: 1630

SITE AND BLDG #: DE001-1

LOCATION/RM #: WO# 12987 ASSET # 1470

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	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	Examine exterior of tank including fittings, manholes, and handholes for leaks, signs of corrosion, and correct as indicated.			
2	Inspect structural supports and repair or replace damaged insulation or covering. If insulation contains asbestos and is damaged or eroded, it is considered a hazardous waste.			
3	Clean, test and inspect sight glasses, valves, fittings, drains, and controls.			
4	Clean up work site.			

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:**

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### TIME CLOCK, LIGHTING

SITE AND BLDG #: **DE001-01**MECHANIC  
SIGNATURE: DATE: **11/13/20**LOCATION/RM #: **13083** WO# **12987** ASSET # **1472**  
**190918-109**START TIME: **0900**FINISH TIME: **1630**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.			reset clock to daylight saving time
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Clean timeclock using a soft lint-free cloth and spray bottle of glass cleaner. Remove any dirt or grease build up.			
2	Check physical connections.Check wiring connections for tightness			
3	Verify the timeclock configuration, ensure proper operation.			
4	If applicable, check battery and replace as needed.			

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:**