

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### LOUVERS

 MECHANIC  
SIGNATURE



DATE: 06/27/22

SITE AND BLDG #: DE007 B-4

LOCATION/RM #: WO# 17719 ASSET # OY4-066 -106

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.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Test louver to ensure it actuates properly	✓		
2	If applicable, loubricate as necessary.	✓		
3	Clean and wipe down louvers to ensure they are clean.	✓		
4	Note any operational issues.	✓		

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:**