

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**INTERIOR LIGHTING**

ACTIVITY AND BLDG #: DE007 B-4

MECHANIC  
SIGNATURE:

DATE: 07/19/22

LOCATION/RM #: WO# 18439

OY4171,172,173,174,175,1  
ASSET #

START TIME:

0900

FINISH TIME: 1630

| CHECK POINT                                       | CHECKPOINT DESCRIPTION                                                                                                                                 | TASK COMPLETE |    | NOTES/ ACTIONS<br>(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|---------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----|-------------------------------------------------------------------------|
|                                                   |                                                                                                                                                        | YES           | NO |                                                                         |
| <b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b> |                                                                                                                                                        |               |    |                                                                         |
| 1                                                 | Visually check all accessible areas for burned out bulbs and/or flickering lights. Check with the facility manager to see if they know of any outages. | /             |    |                                                                         |
| 2                                                 | Replace bulbs where applicable. Note quantity of bulbs replaced. If lift is required, schedule accordingly.                                            | /             |    |                                                                         |
| 3                                                 | Test light fixture. If light does not work, replace starters and/or ballasts as necessary.                                                             | /             |    |                                                                         |
| 4                                                 | Note and report any needed electrical repairs.                                                                                                         | /             |    |                                                                         |
| 5                                                 | Properly dispose of any non-working bulbs and ballasts.                                                                                                | /             |    |                                                                         |
| 6                                                 | Clean up area and remove any trash.                                                                                                                    | /             |    |                                                                         |

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.

To be performed by: General Maintenance Worker

**Additional Notes:**