

CERTIFICATION OF WORK

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

FACID/Building: DE007 Date of Visit: 6/29/18  
Contractor Personnel on Site:

1. Moshe Ghodan
2. Ben Ghodan

Work Performed:

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

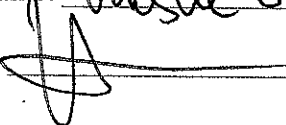
1. WO# 4449 WO 4229 and 4230

Service Calls - Service Call Number and Description

1. CSS# 14221
2. CSS# \_\_\_\_\_
3. CSS# \_\_\_\_\_

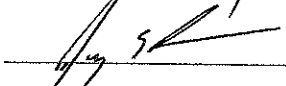
N/G - test all zones & faulted motion tested phone line changed  
Reserve - Change Combo on vault door tested the alarm / Both Batterys  
& faulted all motions, change Batterys

To be signed by the Contractor:

Print Name: Moshe Ghodan Date: 6/29/18  
Signed: 

To be signed by Facility Manager:

I certify that the above named individuals representing the Contractor arrived on site and to the best of my knowledge, completed the stated work listed:

Print Name/Rank: Lake, Jeremy Date: 6/29/18  
Signed:   
E-Mail: jeremy.e.lake.civ@mail.mil

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **VAULT DOOR**

SITE AND BLDG #: DE 007

B-1

MECHANIC

SIGNATURE: W.B.

DATE: 6/1/18

LOCATION/RM #: Vault.

WO# 4230

ASSET

1048  
1049

START TIME: 0900

FINISH TIME: 1630

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered.	/		
2	Review manufacturer's instructions.	/		
3	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	/		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Check alignment of dial ring with lock case; correct if necessary.	/		
2	Check mounting screws of dial ring and lock case; tighten them, using a thread locking compound.	/		
3	Look for corrosion or presence of any foreign matter that will in any manner affect the lock's proper operation.	/		
4	Look for any signs of malfunctioning or impending failure.	/		
5	Look for any signs of tampering, forced, or covert entry; report this to the local Security and Law Enforcement Office.	/		
6	Check Alignment of door with frame	/		
7	Check for difficulty in opening, closing or locking the door.	/		
8	Replace all defective hardware	/		

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.

1. A qualified locksmith with expertise in GSA locks is required.
2. Prior Coordination with the facility must occur prior to scheduled work. (See suggested coordination questions below)
  - a. Access to Arms room is accompanied. Someone with unaccompanied access MUST be present at all times during scheduled work.
  - b. Coordination AND approval from the Facility Coordinator or Physical Security Officer or PIN Custodian for combination change.

Additional Notes:

N.G. + Reserve

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **SECURITY SYSTEM**

SITE AND BLDG #: DE007 B-1  
 LOCATION/RM #: Vault WO# 4229 ASSET # 1043  
1044  
1045

MECHANIC  
SIGNATURE: [Signature]

DATE: 6/29/18

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	In addition to the procedure(s) outlined in this standard, the equipment manufacturer's recommended maintenance procedure(s) and/or instruction(s) shall be strictly adhered to.	✓		
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.	✓		check motion Detectors change batteries and hold up button
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Test the control panels for communications to the monitoring center, sirens, tampers, cameras, and strobe lights.	✓		Cameras are not monitored
2	Inspect and test the operation of all detection devices	✓		
3	Check power supplies	✓		
4	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles)	✓		
5	Test the batteries on remotes and wireless sensors inspection of all visible wiring and conduits	✓		

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:

N.G & Reserve Center