

**CERTIFICATION OF WORK
PREVENTIVE MAINTENANCE**

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

FACID/Building: NY039 Date of Visit: 3/15/22

Contractor Personnel on Site:

1. Patrick Brown 3. _____
2. _____ 4. _____

Work Performed:

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

1. WO#'S , 16316 , 16389 , 16390 , 16411 , 16412 , 16573 , 16577 ,
2. 16591 , 16604 , 16441
3. ASSET#'S , 9891 , 9896 , 9932 , 9935 , 9943 , 190917-, 248 , 269 ,
4. 264 , 249 ,
5. _____

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Brown Date: 3/15/22

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: SGT.JEANJULIEN Date: 3/15/22

Signed: 

E-Mail: _____

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DUCTLESS MINI SPLIT

SITE AND BLDG #: **NY039 BLDG1**MECHANIC
SIGNATURE:DATE: **3/15/22**LOCATION/RM #: **RM1115** WO# **16316**ASSET # **190917-248**START TIME: **7:30am**FINISH TIME: **8am**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	As needed, de-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. Follow lock out/tag out procedures at all times.	✓		
TO BE PERFORMED AT E/CH INSPECTION SERVICE				
1	Check fan blades for dust buildup and clean if necessary.	✓		fan blades are clean
2	Check all electrical connections	✓		electrical connections are good
3	Check that the fan runs properly in all speeds as applicable.	✓		fan functions properly in all speeds
4	Check dampers and rotating auto diffusers for dirt accumulations, clean as necessary.	✓		all are clean
5	Check filter door for proper gasketing and air leaks. Correct as needed.	✓		No air leaks
6	Change or Clean filter as needed. Filters get checked quarterly.	✓		filters are good
7	Ensure condensate pump is working properly and that the drain lines are clear.	✓		drain lines are clear
8	Clean up work area.	✓		

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: