

PREVENTIVE MAINTENANCE CERTIFICATION OF WORK
(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID Building: *Gaithersburg MD013* Date of Visit: *3/6/19*

Contractor Personnel on Site:

1. *Patrick Donovan*

2.

3.

4.

5.

6.

Work Performed:

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

5. LIST WO#: *7624, 7727, 7823, 7628, 7731, 7827*
6. *Grease Trap, Hot Water Pump, Baseboard radiators, Unit Heaters,*
7. *Mini Splits, Condensing units, overhead Vehicle Exhaust systems,*
8.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: *Patrick Donovan*

Date: *3/6/19*

Signed: *Patrick Donovan*

To be signed by Facility Manager or Government Official

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: *TARA STLAURENT*

Date: *3/6/19*

Signed: *Tara St Laurent*

E-Mail: *TARA.F.STLAURENT.CN@mail.mil*

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST VEHICLE EXHAUST REMOVAL

SITE AND BLDG #: Carthensburg MD 213 MECHANIC SIGNATURE: [Signature] DATE: 3/16/19

LOCATION/RM #: Blg #2 WO# 7628 ASSET # 1530 START TIME: 11:25 FINISH TIME: 12:00

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		SPECIAL INSTRUCTIONS	NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)
		YES	NO		
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	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	☒			<u>Signed + dated Maint Record</u>
CORRECTIVE MAINTENANCE INSPECTION SERVICE					
1	Start and stop fan with local switch	☒			<u>done/good</u>
2	Check motor and fan shaft bearings for noise, vibration, overheating; lubricate bearings.	☒			<u>good</u>
3	Inspect, adjust belts and pulleys. Replace belt as needed.	☒			<u>good</u>
4	Clean dampers; lubricate pivot points (annually) and inspect linkages for tightness.	☒			<u>done/good</u>
5	Inspect fan for bent blades, unbalance, excessive noise and vibration.	☒			<u>good/good</u>
6	Clean fan as needed.	☒			<u>done</u>
7	Visually inspect exhaust system tubing and/or duct work for any damage that could result in leaks.	☒			<u>all good</u>
8	Repair as needed	☒			<u>done</u>

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: