

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST LIGHTING, OUTSIDE

SITE AND BLDG #: Upper Marlboro MD 2031
LOCATION/RM #: Exterior Bldg #1 WO# 10567 ASSET # 2037

MECHANIC SIGNATURE: [Signature] DATE: 9/6/19
START TIME: 10:40 FINISH TIME: 11:05

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.	<input checked="" type="checkbox"/>	
2	Schedule and coordinate work with operating personnel.	<input checked="" type="checkbox"/>	
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.	<input checked="" type="checkbox"/>	
1	Open and tag switch.	<input checked="" type="checkbox"/>	<u>Done</u>
2	Inspect visual condition of wiring. Look for evidence of overheating.	<input checked="" type="checkbox"/>	<u>all good</u>
3	Check for proper light operation.	<input checked="" type="checkbox"/>	<u>all good</u>
4	Test operation of automatic switches/ time clock/ photocells if applicable.	<input checked="" type="checkbox"/>	<u>Done / good</u>
5	Inspect light pole and mounting devices for deficiencies.	<input checked="" type="checkbox"/>	<u>Done</u>
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	<input checked="" type="checkbox"/>	

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:

#1 ☒ good
#2 ☒ good
#3 ☒ good
#4 ☒ good
#5 ☒ good
#6 ☒ good
#7 ☒ good
~~#8~~