

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

FACID/Building: Riverdale MD020 Date of Visit: 9/6/18

Contractor Personnel on Site:

- | | | | |
|----|--------------------------|----|-------|
| 4. | <u>Daryush A. Holian</u> | 5. | _____ |
| 5. | <u>Patrick Donovan</u> | 6. | _____ |
| 6. | _____ | | |

Work Performed:

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

- | | | |
|----|---------------------------|--------------------------------------|
| 5. | LIST WO# | _____ |
| 6. | <u>1257 Panel</u> | <u>check Battery on panel</u> |
| 7. | <u>1258 No Panel</u> | _____ |
| 8. | <u>1259 Motion Sensor</u> | <u>Test front door and motion</u> |
| | <u>Vault Door</u> | <u>check code on vault</u> |
| | <u>need check</u> | <u>hold up Boten they don't have</u> |
| | | <u>key</u> |

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Daryush A. Holian Date: 9/6/18

Signed: [Signature]

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: SGT Martinez, Francisco Date: 20180906

Signed: [Signature]

E-Mail: francisco.m.martinez@verano.mil/2ma.1.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST SECURITY SYSTEM

SITE AND BLDG #: Riversdale MD020
 LOCATION/RM #: Rm 112 WO# PM-AW-1254 ASSET # See below

MECHANIC SIGNATURE: [Signature] DATE: 9/6/18
 START TIME: 10:30 FINISH TIME: 11:11

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.	☒		only one Panel @ 470220
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Test the control panels for communications to the monitoring center, sirens, tamper, cameras, and strobe lights.	☒		Good
2	Inspect and test the operation of all detection devices	☒		Good
3	Check power supplies	☒		Good
4	Verify that no compromise to devices has occurred (compromise of devices could be from building alterations, partitions, furniture or other obstacles)	☒		Need to Change hold up button
5	Test the batteries on remotes and wireless sensors inspection of all visible wiring and conduits	☒		Charged Batteries

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:

Asset # 1257 Panel = ☒
 # 1258 Panel = No Panel. only one panel there
 # 1259 Motion Sensor = ☒

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST **VAULT DOOR**

SITE AND BLDG #: Ryeckle 1400

MECHANIC SIGNATURE: [Signature]

DATE: 7/6/18

LOCATION/RM #: Rm 112 **WO#** 1030 **ASSET #** 1111

START TIME: 10:30

FINISH TIME: 11:11

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		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	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.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check alignment of dial ring with lock case; correct if necessary.	✓		Good
2	Check mounting screws of dial ring and lock case; tighten them, using a thread locking compound.	✓		Good
3	Look for corrosion or presence of any foreign matter that will in any manner affect the lock's proper operation.	✓		Good Charged Code on Vault Door
4	Look for any signs of malfunctioning or impending failure.	✓		Good
5	Look for any signs of tampering, forced, or covert entry; report this to the local Security and Law Enforcement Office.	✓		Good
6	Check Alignment of door with frame	✓		Good
7	Check for difficulty in opening, closing or locking the door.	✓		Good
8	Replace all defective hardware	✓		Good

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.

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

Additional Notes: