

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: White Plains MD66

LOCATION/RM #: Exterior WO# 1919 ASSET # See Notes

MECHANIC SIGNATURE:  DATE: 3/16/2020

START TIME: 8:40 FINISH TIME: 9:10

Task	Description	Completed
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"/>
4	Open and tag switch.	<input checked="" type="checkbox"/>
5	Inspect visual condition of wiring. Look for evidence of overheating.	<input checked="" type="checkbox"/>
6	Check for proper light operation.	<input checked="" type="checkbox"/>
7	Test operation of automatic switches/ time clock/ photocells if applicable.	<input checked="" type="checkbox"/>
8	Inspect light pole and mounting devices for deficiencies.	<input checked="" type="checkbox"/>
9	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:

Asset# 367-374
All lights are good