

# PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST EMERGENCY EXIT SIGNS AND WALL PACKS

ACTIVITY AND BLDG #: White Plains MD666

MECHANIC SIGNATURE: 

DATE: 3/1/2020

LOCATION/RM #: Exterior WO# 1928 ASSET # Sec 2 notes

START TIME: \_\_\_\_\_

FINISH TIME: \_\_\_\_\_

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)
		YES	NO	
1	Inspect for structural defects, note needed repairs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Push test buttons and observe light operation. Note any units that do not operate properly - Report issues and open a CM ticket	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	Clean exterior with dry cloth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	For Exit lights check for proper arrow direction.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Make and/or recommend any needed repairs	<input checked="" type="checkbox"/>	<input 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:

Assets #, MD66-529

Assets #

MD66-530

349-377 pole lights

MD66-531

all Parking lot lights work.  
All wall packs are good  
only light out is flag pole light. Service Ticket in system.