

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE

SITE AND BLDG #: **NY013-01**MECHANIC
SIGNATURE: DATE: **11/13/19**

LOCATION/RM #:	WO# 5705	ASSET # 190917-131	START TIME: 9am	FINISH TIME: 9:45am
----------------	-----------------	---------------------------	------------------------	----------------------------

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Schedule and coordinate work with operating personnel.	✓	/	
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.	✓	/	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Inspect lighting contactor for pitting or arcing - report issues	✓	/	no pitting or arcing
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓	/	no evidence of overheating
3	Check for proper light operation.	✓	/	lights function properly
4	Test operation of automatic switches/ time clock/ photocells if applicable.	✓	/	photo cells only
5	Inspect light pole and mounting devices for deficiencies.	✓	/	light pole and mountings are new
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	✓	/	no deficiencies

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: