

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
GATES, FENCES, SECURITY AND ACCESS

SITE AND BLDG # NY023-121MECHANIC
SIGNATURE: Deen Rose **DATE:** 12/3/19
LOCATION/RM #: Outside Building 121 **START TIME:** 8am **FINISH TIME:** 9am

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-121	6371	9326	PM-SA-9326				J-49 1-pc 20 Single Gate, Manual, Sliding East	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
		YES	NO	SPECIAL INSTRUCTIONS	
TO BE PERFORMED AT EACH INSPECTION SERVICE					
	GATES				
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	✓	/		
2	Check all locking devices. Lubricate as required.	✓	/		
3	Inspect center gate support rollers and lubricate as required.	✓	/		
4	Clean roller track of any debris.	✓	/		
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	✓	/		
6	Check for any obstructions that retard full swing or movement of the gate.	✓	/		
7	Check that shrubs and trees are pruned clear of gate.	✓	/		
8	Check hold open devices for proper operation. Lubricate as required.	✓	/		

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
FENCES				
1	Check posts and corner posts, support guys, and horizontal bars between each support post.	✓	/	
2	Check wire and anchor point; re-stretch and re-anchor if necessary.	✓	/	
3	Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post.	✓	/	
4	Treat with galvanized protectant where rust has developed.	✓	/	
5	If approved, apply weed control along entire base of fence. Consult the Safety Data Sheets (SDS) for hazardous ingredients and proper personal protective equipment (PPE).	✓	/	
6	Check that shrubs and trees are pruned clear of fencing	✓	/	

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:**



