

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

LIGHTING, OUTSIDE

SITE AND BLDG #: NY023-123

MECHANIC:

Deen Rowe

6/4/21

LOCATION/RM #:

Outside B. 123

SIGNATURE:

DATE:


START TIME:

2:30 pm

FINISH TIME:

3 pm

| Site Location | WO # | Asset # | PM # | Manufacturer | Model Number | Serial # | Asset Description | Asset Location |
|---------------|-------|------------|--------------|--------------|--------------|----------|--------------------|----------------|
| NY023-123 | 13297 | 190917-169 | PMS190917169 | | | | 7-pc Ext Wall Pack | |
| | | | | | | | | |
| | | | | | | | | |

| 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 | Schedule and coordinate work with operating personnel. | ✓ | ✓ | |
| 3 | Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work. | ✓ | ✓ | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | Open and tag switch. | ✓ | ✓ | |
| 2 | Inspect visual condition of wiring. Look for evidence of overheating. | ✓ | ✓ | |
| 3 | Check for proper light operation. | ✓ | ✓ | |
| 4 | Test operation of automatic switches/ time clock/ photocells if applicable. | ✓ | ✓ | |
| 5 | Inspect light pole and mounting devices for deficiencies. | ✓ | ✓ | |
| 6 | For any noted deficiency, takes pictures and open corrective maintenance ticket. | ✓ | ✓ | |



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:**