

PREVENTIVE MAINTENANCE PROGRAM CHECKLIST

Lighting, Interior

SITE AND BLDG#: NY023-123 **MECHANIC SIGNATURE:** SIGNATURE ON FILE (DROWE) **DATE:** 4/5/23

Site Location	WO#	Asset#	PM#	Manufacturer	Model Number	Serial#	Asset Description	Asset Location
NY023-123	2-21640	IL-16	PM-MO-IL-16	N/A	N/A	N/A	Interior Light in Building NY023-123, IL-16, NY023-123	

CHECK POINT	CHECKPOINT DESCRIPTION	NOTES/ACTIONS (if Task Complete is Checked 'NO', Then Provide Explanation)
TO BE PERFORMED AT EACH INSPECTION SERVICE		
1	The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence	
2	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	

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To be performed by: General Maintenance Worker

Additional Notes:

- lights out in office area and hallway that are out (4). electrician needed for repairs because lights are LED strips.
- any lights that are out in building are too high and will replace on next lift order