

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
MISCELLANEOUS KITCHEN EQUIPMENT

ACTIVITY AND BLDG #: NY023-200

LOCATION: Lunch Room

MECHANIC

SIGNATURE: Dean LaneDATE: 1/22/21START TIME: 11amFINISH TIME: 12pm

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-200	11260	9453	PM-AN-9453	Marlo			J-24 1-pc Serving Counter, BEVERAGE	
	11256	9449	PM-AN-9449	Dixie Narco	DN501ER/SII 9	68500093AB	J-24 1-pc Beverage Dispenser, Cold, Electric	
NY023-200	11257	9450	PM-AN-9450	Dixie Narco	DN276EHV/S II6	69700549BC	J-24 1-pc Beverage Dispenser, Cold, Electric	
NY023-200	11258	9451	PM-AN-9451	Panasonic			J-24 1-pc Microwave, Electric	
NY023-200	11261	9454	PM-AN-9454	Grindmaster	B3WR	A18207P	J-24 1-pc Coffee Maker	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Notify cafeteria operator and get permission prior to performing all maintenance.	✓		
2	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.	✓		
3	Review manufacturer's instructions.	✓		
4	De-energize, lock out, and tag electrical circuits and fuel service.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				

1	Check with operator or manager for any deficiencies, verify cleaning program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2	Check all controls, mechanisms for proper operation; adjust as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	If applicable, examine utility supply line, piping, valve packing, specialties, and insulation; look for any leaks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	If applicable, check electric power line condition, switch, disconnect, etc.; or check condition of gas supply, valves, regulators, and inspect pilot, check for Gas leaks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Ensure unit is clean and in working order. Note any deficiencies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Note: The Contractor shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence.

Checklist compiled in accordance with:

- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

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