

**PREVENTATIVE MAINTENANCE
PROGRAM CHECKLIST RANGE**

ACTIVITY AND BLDG #: NY023-200

MECHANIC

SIGNATURE: *Den Rose*DATE: 1/5/23LOCATION: Building 200START TIME: 945 AMFINISH TIME: 945 AM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-200	20348	9456	PM-AN-9456	Vulcan			J-24 2-pc Range, Standard Oven, Electric	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Preventive maintenance services should be performed by a qualified manufacturer's service representative.			
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	Notify cafeteria operator and get permission prior to performing all maintenance.			
5	If any safety deficiencies are found which could cause injury or damage, notify the cafeteria operator immediately and secure the equipment from further operations.			

TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.			
2	Check all controls, mechanisms for proper operation; adjust as required.			
3	Examine utility supply line, piping, valve packing, specialties, and insulation; look for leaks.			
4	Check electric power line condition, switch, disconnect, etc.; or check condition of gas supply, valves, regulators, and inspect pilot, check for Gas leaks.			
5	Examine burner guards, covers or cook top surfaces for cracks or damage.			
6	Clean and adjust gas burners and pilot light assembly.			
7	Clean electric heating elements and check amperage against nameplate.			
8	Examine handles, knobs and controls for tightness and safe condition.			
9	Check automatic burner lighters and safety controls.			
10	Lubricate gas valves.			
11	Check electric power line condition (switch, disconnect, etc.), or check condition of gas supply, valves, regulators.			

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:

- General Services Administration (GSA) Public Building Service. 2012. *Public Buildings Maintenance Standards Final*.October 1.
- Original equipment manufacturers (OEM) documentation for exact or similar assets, which can be located at ([Provide Link to OEM Manual/Asset Library](#))

Additional Notes:

Building Under Construction