

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**WARM SERVING TABLE**

ACTIVITY AND BLDG #: NY023-200

LOCATION: Kitchen

MECHANIC  
SIGNATURE: *Deen Lowe*

DATE: 1/8/20

START TIME: 8AM

FINISH TIME: 10AM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY023-200	6648	9457		Piper	G11F	93230	J-24 1-pc Serving Counter, Hot Food Table	
NY023-200	6667	9476		Duke	E4CBSSM	6133297	J-24 1-pc Serving Counter, Hot Food Table	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	Review manufacturer's instructions.	✓		
2	Notify cafeteria operator and get permission prior to performing all maintenance.	✓		
3	If any safety deficiencies are found which could cause injury or damage, notify the cafeteria operator immediately and secure the equipment from further operations.	✓		
4	De-energize, lock out, and tag electrical circuits.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	✓		

2	Clean all exterior laminated surfaces, aluminium hardware and wire shelves with a mild soap solution, using a damp cloth followed by a lint-free dry cloth.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
3	All glass can be cleaned with a non-abrasive cleaner	<input checked="" type="checkbox"/>		
4	Plexiglas can be cleaned and polished with specialized acrylic cleaners. Do not use strong alkali solutions, steel wool, or abrasive cleaners.	<input checked="" type="checkbox"/>		
5	Stainless steel surfaces may be cleaned with a non-abrasive cleaner applied liberally. Wipe and dry with smooth strokes in the direction of the polish marks on the steel.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
6	To clean the interior of the display case and wire shelves, use a mild soap solution using a damp cloth followed by a lint-free dry cloth, being sure to wring out excess water	<input checked="" 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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