

PREVENTIVE MAINTENANCE PROGRAM CHECKLIST

Lighting, Interior

SITE AND BLDG#: NY023-206

MECHANIC

SIGNATURE: SIGNATURE ON FILE (DROWE)

DATE: 7/6/23

Site Location	WO#	Asset#	PM#	Manufacturer	Model Number	Serial#	Asset Description	Asset Location
NY023-206	2-23133		PM-MO-IL-20					

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:

- electrician needed to check no lighting issue at 3rd floor office
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