

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**GATES, FENCES, SECURITY AND ACCESS**

**SITE AND BLDG #** NY058-02

**MECHANIC**

Deen Rowe

12/10/20

**SIGNATURE:**

**DATE:**

**LOCATION/RM #:** Exterior of Building 02

**START TIME:** 8pm

**FINISH TIME:** 330 pm

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-02	10882	10192	PM-SA-10192				J-49 1-pc Single Gate, Manual, Sliding Southwest	
NY058-02	10883	10193	PM-SA-10193				J-49 1-pc Single Gate, Manual, Swinging Southwest	
NY058-02	10884	10194	PM-SA-10194				J-49 1-pc Single Gate, Manual, Swinging West Entrance	
NY058-02	10885	10195	PM-SA-10195				J-49 1-pc Single Gate, Manual, Sliding West Entrance	
NY058-02	10886	10196	PM-SA-10196				J-49 1-pc Single Gate, Manual, Swinging Northwest Entrance	
NY058-02	10887	10197	PM-SA-10197				J-49 1-pc Double Gate, Manual, Swinging NW Entrance	

	CHECKPOINT DESCRIPTION	TASK COMPLETE	NOTES/ ACTIONS
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CHECK POINT		YES	NO	(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
				SPECIAL INSTRUCTIONS
1	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.	✓	—	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓	—	
TO BE PERFORMED AT EACH INSPECTION SERVICE				
GATES				
1	Inspect all pivot points, hinges, latches, etc. Apply lubricant where needed, wiping off excess.	✓	—	
2	Check all locking devices. Lubricate as required.	✓	—	
3	Inspect center gate support rollers and lubricate as required.	✓	—	
4	Clean roller track of any debris.	✓	—	
5	Check bolts, fasteners, and mounting hardware. Tighten or adjust as necessary.	✓	—	
6	Check for any obstructions that retard full swing or movement of the gate.	✓	—	
7	Check that shrubs and trees are pruned clear of gate.	✓	—	
8	Check hold open devices for proper operation. Lubricate as required.	✓	—	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
FENCES				
1	Check posts and corner posts, support guys, and horizontal bars between each support post.	—	—	
2	Check wire and anchor point; re-stretch and re-anchor if necessary.	—	—	
3	Inspect fence anchors along the bottom of the fence and at the point where the fence is connected to the post.	—	—	
4	Treat with galvanized protectant where rust has developed.	—	—	
5	If approved, apply weed control along entire base of fence. Consult the Safety Data Sheets (SDS) for hazardous ingredients and proper personal protective equipment (PPE).	—	—	
6	Check that shrubs and trees are pruned clear of fencing	—	—	

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. 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. To be performed by: General Maintenance Worker **Additional Notes:**

