

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**MISCELLANEOUS KITCHEN EQUIPMENT**

ACTIVITY AND BLDG #: NY058-104

MECHANIC

Signature:

Start Time: 11 Am

DATE:

Finish Time: 12 pm

LOCATION: Kitchen

1/21/21

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-104	11148	10288	PM-AN-10288	Alto Shaam	1200-UP	1506204-000	J-24 1-pc Food Warmer, Cabinet, Mobile, Electric	
NY058-104	11149	10289	PM-AN-10289				J-24 2-pc SS Serving Tables	
NY058-104	11150	10290	PM-AN-10290	Hobart	6460-T	27-147-759	J-24 1-pc Potato Peeler	
NY058-104	11151	10291	PM-AN-10291	Hobart	A200	31-1305-403	J-24 1-pc Food Mixer	
NY058-104	11153	10294	PM-AN-10294	Cecilware	SSB5	C033280	J-24 1-pc Coffee Maker (3 Pot Brewer)	
NY058-104	11156	10297	PM-AN-10297	Frigidaire			J-24 1-pc Microwave, Electric	

	CHECKPOINT DESCRIPTION	TASK COMPLETE	NOTES/ ACTIONS
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CHECK POINT		YES	NO	(IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
<b>SPECIAL INSTRUCTIONS</b>				
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.	✓	/	
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Check with operator or manager for any deficiencies, verify cleaning program.	✓	/	
2	Check all controls, mechanisms for proper operation; adjust as required.	✓	/	
3	If applicable, examine utility supply line, piping, valve packing, specialties, and insulation; look for any leaks.	✓	/	
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.	✓	/	
5	Ensure unit is clean and in working order. Note any deficiencies.	✓	/	

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:**

