

PREVENTIVE MAINTENANCE PROGRAM CHECKLIST
FLUORESCENT LIGHTING FIXTURE, WASHING AND RELAMPING

SITE AND BLDG#:NY058-104

MECHANIC
SIGNATURE:SIGNATURE ON FILE (DROWE)

DATE:7/12/23

Site Location	WO#	Asset#	PM#	Manufacturer	Model Number	Serial#	Asset Description	Asset Location
NY058-104	2-23097		PM-MO-10336					
CHECK POINT	CHECKPOINT DESCRIPTION				NOTES/ACTIONS (if Task Complete is Checked 'NO', Then Provide Explanation)			
TO BE PERFORMED AT EACH INSPECTION SERVICE								
1	Disassemble fixture Wash all removable parts with warm water and a mild detergent Rinse and allow to drip dry							
2	Damp wipe remaining body of fixture in place							
3	Remove old fluorescent lamps and install new lamps							
4	Test light fixtures Replace starters and ballasts where necessary Note and report any needed electrical repairs							
5	Reassemble all removable parts to fixture							
6	Clean up area and remove any trash							

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: