

## **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**

### **MISCELLANEOUS KITCHEN EQUIPMENT**

**ACTIVITY AND BLDG #: NY058-104**

MECHANIC  
SIGNATURE: *Dean* *Boe*

DATE: 1/9/23

**LOCATION:** Kitchen

START TIME: 10AM

FINISH TIME: 12pm

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CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
		YES	NO	SPECIAL INSTRUCTIONS	
<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:**