

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**WARM SERVING TABLE**

ACTIVITY AND BLDG #: NY058-104

LOCATION: Kitchen Area 104

MECHANIC  
SIGNATURE: *Deen Rowe*

DATE: 1/16/20

START TIME: 10 Am

FINISH TIME: 10 45 Am

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
NY058-104	6528	10286		Thumaduke	TEHF60SS M	6A04	J-24 1-pc Serving Counter, Hot Food Table, Electric	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
		YES	NO	SPECIAL INSTRUCTIONS	
TO BE PERFORMED AT EACH INSPECTION SERVICE					
1	Review manufacturer's instructions.	✓	/		
2	Notify cafeteria operator and get permission prior to performing all maintenance.	✓	/		
3	If any safety deficiencies are found which could cause injury or damage, notify the cafeteria operator immediately and secure the equipment from further operations.	✓	/		
4	De-energize, lock out, and tag electrical circuits.	✓	/		

2	Clean all exterior laminated surfaces, aluminium hardware and wire shelves with a mild soap solution, using a damp cloth followed by a lint-free dry cloth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3	All glass can be cleaned with a non-abrasive cleaner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4	Plexiglas can be cleaned and polished with specialized acrylic cleaners. Do not use strong alkali solutions, steel wool, or abrasive cleaners.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5	Stainless steel surfaces may be cleaned with a non-abrasive cleaner applied liberally. Wipe and dry with smooth strokes in the direction of the polish marks on the steel.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6	To clean the interior of the display case and wire shelves, use a mild soap solution using a damp cloth followed by a lint-free dry cloth, being sure to wring out excess water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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:**

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