

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FIRE DETECTION AND ALARM SYSTEM (VISUAL INSPECTION ONLY)

SITE AND BLDG #: NY065 BLDG2

MECHANIC
SIGNATURE:

DATE: 7/28/25

LOCATION/RM #: BLDG2 WO# 19339 ASSET # G164

START TIME: 10:15am

FINISH TIME: 10:30am

| CHECK POINT | CHECKPOINT DESCRIPTION | TASK COMPLETE | | NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION) |
|---|--|---------------|----|--|
| | | YES | NO | |
| TO BE PERFORMED AT EACH INSPECTION SERVICE | | | | |
| 1 | FIRE ALARM CONTROL PANEL AND ANNUNCIATOR EQUIPMENT - Visually inspect pannel condition (connections, fuses, light-emitting diodes [LEDs]) Note any trouble signals and last annual certification date. | ✓ | |  |
| 2 | BATTERIES - Inspect for corrosion or leakage. Verify tightness of connections. | ✓ | | |
| 3 | PULLS HANDLES - Verify all appear in working order without damage. | ✓ | | |
| 4 | HEAT SENSORS - Verify all appear in working order without damage. | ✓ | | |
| 5 | AUDIO VISUAL ALARMS - Verify all Alarms appear in working order without damage. | ✓ | | |
| 6 | SMOKE DETECTORS - Verify all Smoke Detectors appear in working order without damage | ✓ | | |
| 7 | MASS NOTIFICATION - Verify system is in good condition. | ✓ | | |
| 8 | FIRE SPRINKLERS WET AND DRY TYPE - Verify system is in good condition. Inspect fire riser for leaks and/or damage. | ✓ | | |
| 9 | FIRE HYDRANTS - Verify that fire hydrants are not leaking and have not been damaged. | ✓ | | |

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: