

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**PLUMBING FIXTURES**

**SITE AND BLDG #:** NY039 BLDG1 **see below**  
**LOCATION/RM #:** BLDG1 **WO#** **ASSET #**

**MECHANIC SIGNATURE:**   
**DATE:** 8/17/23

**START TIME:** 7am **FINISH TIME:** 7:30am

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	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.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	SINKS - Operate faucets, inspect for leaks, replace washers/"O" rings as necessary. Observe drain flow, clean trap if obstructed. Replace filter as needed.	✓		
2	SHOWER HEADS, MIXING VALVES - Check shower for damaged, missing, or leaking heads; replace as required. Check mixing valves for damaged or missing parts; replace washers as needed.	✓		
3	SHOWER STALLS - Check for leaks, cracks, significant wear or vandalism.	✓		
4	TOILETS - Flush and adjust water flow if required. Inspect for leaks, missing or damaged parts/caps, seat supports, and replace.	✓		
5	URINALS - Flush and adjust water flow if required. Inspect for leaks, missing or damaged parts/caps and replace.	✓		
6	OTHER MISCELLANEOUS FIXTURES - Clean and inspect for any damage. Check for leaks, missing or damaged parts, caps, etc. Replace as needed.	✓		

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:

WO#S: 23065 , 23066 , 23067 , 23068 ,  
 23069 , 23070 , 23071 , 23072 ,  
 23073 , 23074 , 23075 , 23076 ,  
 23077 , 23078 , 23079 , 23080 ,  
 23081 , 23082 , 23083 , 23084 ,  
 23085 , 23086 , 23087 , 23088 ,  
 23089 , 23090 , 23274 ,

ASSET#': 9903 , 9904 , 9905 ,  
 9906 , 9907 , 9908 , 9909 , 9910 ,  
 9911 , 9912 , 9913 , 9914 , 9915 ,  
 9916 , 9917 , 9918 , 9919 , 9920 ,  
 9921 , 9922 , 9923 , 9924 , 9925 ,  
 9926 , 9927 , 9928 , 190917- , 260,262