

PREVENTIVE MAINTENANCE CERTIFICATION OF WORK
(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID Building: Riverdale MD020 Date of Visit: 11/5/18

Contractor Personnel on Site:

1. Patrick Donovan 4.
2. 5.
3. 6.

Work Performed:

Preventive Maintenance - Services Completed (Annual, Quarterly, Monthly, equipment identification, etc.)

5. LIST WORK 6355, 6388
6. Photocell, Water Heater, Air Handler Unit (filter Change),
Dehumidifier
8.

CERTIFICATION OF WORK

To be signed by the Contractor:

Print Name: Patrick Donovan Date: 11/5/18
Signed: Patrick Donovan

To be signed by Facility Manager or Government Official

I certify that the above named individuals representing the Contractor arrived on site and to the best of my knowledge, completed the stated work listed:

Print Name Rank: Clayton A. White, LTC Date: 2018/105
Signed: Clayton A. White
E-Mail: clayton.a.white.mil@mail.mil

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
DOMESTIC HOT WATER HEATER - GAS

SITE AND BLDG #: Riverdale MD020 **MECHANIC SIGNATURE:** John Lauer **DATE:** 11/5/18
LOCATION/RM #: Boiler Room **WO#** 6355 **START TIME:** 10:00 **FINISH TIME:** 10:20
ASSET # 1549

		SPECIAL INSTRUCTIONS	
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 to.	<input checked="" type="checkbox"/>	
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	<input checked="" type="checkbox"/>	
3	Use caution when working with natural gas fired equipment. Be aware of any smells (rotten egg) that could be a natural gas leak.	<input checked="" type="checkbox"/>	<i>Signed & dated Maintenance Record</i>
4	Do not allow any open flames around equipment.	<input checked="" type="checkbox"/>	
TO BE PERFORMED AT EACH INSPECTION SERVICE		None	
1	Attach drain hose. Drain several gallons from tank to remove sediment.	<input checked="" type="checkbox"/>	
2	Manually check operation of safety valve. Check for corrosion around valve. Verify the safety valve inspection tag is in place. Ensure that no personnel are in area of relief piping discharge.	<input checked="" type="checkbox"/>	<i>Good</i>
3	Check all connections - electric, gas and water. Tighten as necessary.	<input checked="" type="checkbox"/>	<i>All tight</i>
4	Check operation and setting of aquastat. Check hot water temperature with dial thermometer, and set aquastat at minimum value required for all uses.	<input checked="" type="checkbox"/>	<i>Good</i>
5	Drain storage and expansion tanks, and flush to remove sediment, scale, and solid at bottom of tank.	<input checked="" type="checkbox"/>	<i>Done</i>
6	Clean sight glasses on tanks.	<input checked="" type="checkbox"/>	
7	Clean strainer, check condition of traps. Report and repair leaks.	<input checked="" type="checkbox"/>	<i>Done</i>
8	Clean pump, controls, switches, and starters. Check operation of pump and condition of pump seal or packing, and replace as required.	<input checked="" type="checkbox"/>	<i>Done</i>
9	If applicable, Remove and inspect Anode, replace if necessary	<input checked="" type="checkbox"/>	
10	Clean up work area and remove trash.	<input checked="" type="checkbox"/>	

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:

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
LIGHTING, OUTSIDE, Photocell

SITE AND BLDG #: Riverdale 112020

MECHANIC SIGNATURE: John Black DATE: 11/5/18

LOCATION/RM #: Exterior Roofing WO# 62355 ASSET # 1550

START TIME: 9:30 FINISH TIME: 9:45

DESCRIPTION		NOTES	PERFORMED	NOTES
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 to.		✓	
2	Schedule and coordinate work with operating personnel.		✓	
3	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.		✓	
TO BE PERFORMED		NOTES	PERFORMED	NOTES
1	Open and tag switch.		✓	
2	Inspect visual condition of wiring. Look for evidence of overheating.		✓	<u>None</u>
3	Check for proper light operation.		✓	<u>Good</u>
4	Test operation of automatic switches/time clock <u>photocells</u> if applicable.		✓	<u>Good</u> Rainy Cloudy day. Lights were on
5	Inspect light pole and mounting devices for deficiencies.		✓/A	<u>Good</u> Photocell
6	For any noted deficiency, takes pictures and open corrective maintenance ticket.			

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: