

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

(To be completed by the Contractor and saved in the Contractor's CMMS)

FACID/Building: NY013 Date of Visit: 5/11/23

Contractor Personnel on Site:

1. Patrick Brown      3. \_\_\_\_\_  
2. \_\_\_\_\_      4. \_\_\_\_\_

**Work Performed:**

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

1. WO#'S , 21854 , 22006 , 22007 , 22008 , 22009 , 22010 ,  
2. 22011 , 22012 , 22081 , 22087 , 22102 , 22185 , 22019 ,  
3. 22014 , 22015 ,  
4. ASSET#'S , IL-12 , 9220 , 9222 , 9240 , 9241 , 9243 , 9244 ,  
5. 9245 , 9261 , 9262 , 9263 , IL-13 , 190917- ,  
131,102,103,132,127,128

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**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Patrick Brown Date: 5/11/23

Signed: 

To be signed by Facility Manager:

By signing the Certification of Work, the said government representative signature does not constitute acceptance of any work performed by the contractor, it only acknowledges that the contractor was on-site during the identified timeline:

Print Name/Rank: Sanchez Corrigan/SFC Date: 5/11/23

Signed: 

E-Mail: \_\_\_\_\_

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**REACH-IN REFRIGERATORS/ FREEZERS**

SITE AND BLDG #: NY013 BLDG1

LOCATION/RM #: kitchen/assembly hall  
 WO# 22006, ASSET # 9220,  
 22007 9222

MECHANIC  
SIGNATURE:

DATE: 5/11/23

START TIME: 8am

FINISH TIME: 8:30am

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	De-energize, lock out, and tag electrical circuits.	✓		
2	If appliance is disposed, follow regulations concerning removal of refrigerants and disposal of the appliance.	✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>				
1	Check with operating or area personnel for any deficiencies; verify cleaning program.	✓		
2	Verify indicator light on; check compartment temperature.	✓		
3	Examine evaporator for proper clearances/slope and air flow.	✓		
4	Examine handles, hinges and tightness of door closure.	✓		
5	Examine safety door release and fan shut down safety switch.	✓		
6	Inspect lighting for burnt out lamps. Replace if required.	✓		
7	Clean evaporator coil, evaporator drain pan, blowers, fans, motors, and drain piping as required; lubricate motor(s).	✓		
8	Clean condenser coil and condensing unit section.	✓		
9	Clean and inspect defrost evaporation trays/pans.	✓		
10	Check operation of thermostats; calibrated as required.	✓		
11	Check coil superheat and adjust to manufacturers recommendations.	✓		
12	Inspect and service all electric motors.	✓		
13	Check box floor for water or ice accumulation.	✓		
14	Clean up area and note any deficiencies.	✓		

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:**