

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: NY127 Date of Visit: 5/5/23

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, 21900 , 22100 , 22105 , 21901 , 22086 , 22101 ,
2. 22106 , 21902 , 22107 ,
3. ASSET#'S , IL-65 , IL-66 , IL-67 , 190917- ,
4. 603,622,623,624,625,626,627,642,645,651,652,659,660,6
5. 86,682,724,703,707,710,711,714,716,727,731

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**CERTIFICATION OF WORK**

To be signed by the Contractor:

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

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: LARS LUFFMAN Date: 5/5/23

Signed: \_\_\_\_\_

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

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**ROOF DRAINS, DOWNSPOUT, AND GUTTER INSPECTION**

**SITE AND BLDG #:** NY127 BLDG1,2&3

**BLDG1,2&3**

**LOCATION/RM #:** 22105,  
**WO#** 22106, **ASSET #**

190917-,  
682,727,

**MECHANIC  
SIGNATURE:**

**DATE:** 5/5/23

**START TIME:** 11am

**FINISH TIME:** 12pm

<b>CHECK  POINT</b>	<b>CHECKPOINT  DESCRIPTION</b>	<b>731</b>	<b>TASK COMPLETE</b>		<b>NOTES/ ACTIONS  (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)</b>
			<b>YES</b>	<b>NO</b>	
<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 to.		✓		
2	Use care when working in high places.		✓		
3	Use safety line with harness if necessary.		✓		
<b>TO BE PERFORMED AT EACH INSPECTION SERVICE</b>					
1	Check gutters, drains, and downspouts to insure that they are properly attached to the building, connections sealed, and free of debris.		✓		
2	Check drain strainers/screens for condition and proper installation.		✓		
3	If downspouts have heaters, test, operate and correct deficiencies.		✓		
4	Remove all trash, debris or unsecured material from roof area and gutters.		✓		
5	Where downspouts discharge onto lower roofs, check if there has been any scouring of the surfacing.		✓		
6	Check for missing or damaged splash blocks.		✓		

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 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:**

One of the downspouts i'm building two are missing I have to bring down an extension ladder and screws To reinstall