

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

FACID/Building: Alexandria VA 08 Date of Visit: 9/26/19

Contractor Personnel on Site:

1. Patrick Donovan

2. \_\_\_\_\_

**Work Performed:**

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

1. 10265, 10316, 10574, 10283, 10310

**Service Calls** – Service Call Number and Description

1. CSS#

2. CSS#

3. CSS#

**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Patrick Donovan Date:

Signed: Patrick Donovan

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: John M. M. Date: 9/26/19

Signed: John M. M.

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

**Humidity + Temps.**

Room 113 B 75.3° + 33.7%

Hobby 74.9° + 36.3%

202 B 75.5° + 37.1%

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**VEHICLE EXHAUST REMOVAL**

**SITE AND BLDG #:** Alexandria VA002

**MECHANIC SIGNATURE:** Bob Stans **DATE:** 9/27/19

**LOCATION/RM #:** Blg#2 **WO#** 10310 **ASSET #** 1572

**START TIME:** 11:40 **FINISH TIME:** 12:00

Task	Completed	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.	<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 Start and stop fan with local switch	<input checked="" type="checkbox"/>	<u>Done</u>
4 Check motor and fan shaft bearings for noise, vibration, overheating, lubricate bearings.	<input checked="" type="checkbox"/>	<u>Clean</u>
5 Inspect, adjust belts and pulleys. Replace belt as needed.	<input checked="" type="checkbox"/>	<u>Clean</u>
6 Clean dampers, lubricate pivot points (annually) and inspect linkages for tightness.	<input checked="" type="checkbox"/>	<u>Done</u>
7 Visually inspect exhaust system tubing and/or duct work for any damage that could result in leaks.	<input checked="" type="checkbox"/>	<u>Done</u>
8 Repair as needed	<input checked="" type="checkbox"/>	<u>Done</u>

**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 (CMI) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

**To be performed by:** General Maintenance Worker

**Additional Notes:**