

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
CCTV CAMERA/SECURITY MONITOR

MECHANIC SIGNATURE: David Cooper

SITE AND BLDG #: VA012-01

LOCATION/RM #: _____

START TIME: 11:00 AM FINISH TIME: 11:30 AM

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA012-01	9176	6490					J-1502000-18 3-pc Camera	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		SPECIAL INSTRUCTIONS	NOTES (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	ACTIONS	
		YES	NO				
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.	✓					
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 AT EACH INSPECTION SERVICE							
1	For the system's camera and housing, verify the following:	✓		No issues to report.			
-	Camera/lens focus is adjusted properly.						
-	Camera field of view is adjusted to customer's requirements.						
-	Camera lens is dust free.						
-	Interior of camera enclosure is clean and dry.						
-	Check operation of pan tilt and zoom focus. Use controller in control room to check all these operations.						

2	<ul style="list-style-type: none"> - For the system's wiring and cables, verify the following: <ul style="list-style-type: none"> - Check wiring and cable harnesses for wear and fray. - Check to make sure cable is dressed properly. - Check connectors and cable entry points for loose wiring. - Check that the coaxial cable is transmitting an adequate video signal to control room. Signal should be free of distortion, tearing, hum-bars, EMI, and rolling. - Make sure all coaxial connectors are insulated from conduit and pull boxes. 	<input checked="" type="checkbox"/>	No issues. System working properly.
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CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
3	<ul style="list-style-type: none"> - For the system's control equipment, verify the following: <ul style="list-style-type: none"> - Monitors are free from picture burn-in and distortion. - Monitors have proper contrast and brightness. - Check that all control equipment is operational. This means that switchers allow proper sequencing, multiplexers are properly encoding and decoding, and matrix switcher key boards are fully operational. - Clean all monitor screens, control panels, and keyboards with a diluted cleaning solution. - Check all coaxial connectors on the back panels for loose connections. - Check all power connections to ensure AC plugs are not loose. 	<input checked="" type="checkbox"/>		working properly.

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:**