

# **PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST** **LIGHTING, OUTSIDE**

**SITE AND BLDG #: VA039-02**

**MECHANIC  
SIGNATURE:**

*[Handwritten Signature]*

**DATE:**

*7-25-19*

**LOCATION/RM #:**

**START TIME:**

*7 PM*

**FINISH TIME:**

*9:30 PM*

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
VA039-02	9813	7415		<i>N/A</i>	<i>[Redacted]</i>	<i>[Redacted]</i>	J-1502000-45 10-pc Flood Light, Pole Mounted Fluorescent	<i>Amsd Shop</i>
VA039-02	9813	7445		<i>N/A</i>	<i>[Redacted]</i>	<i>[Redacted]</i>	J-1502000-45 3-pc Double Light, Pole Mounted Aluminum Fluorescent	<i>Main Parking Lot</i>

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
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.	✓		
2	Schedule and coordinate work with operating personnel.	✓		
3	Follow lock out/tag out procedures always. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	✓		
TO BE PERFORMED AT EACH INSPECTION SERVICE				
1	Open and tag switch.	✓	✓	N/A
2	Inspect visual condition of wiring. Look for evidence of overheating.	✓		
3	Check for proper light operation.	✓		
4	Test operation of automatic switches/ time clock/ photocells if applicable.	✓		
5	Inspect light pole and mounting devices for deficiencies.	✓		

6	For any noted deficiency, takes pictures and open corrective maintenance ticket.	✓		
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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:**



Asset 7445 -

Light closest to main building is out.

Checked power feed is correct.

CM Needed