

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: NY127 Date of Visit: 11/19/20

Contractor Personnel on Site:

1. <u>PATRICK BROWN</u>	3. _____
2. _____	4. _____

**Work Performed:**

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

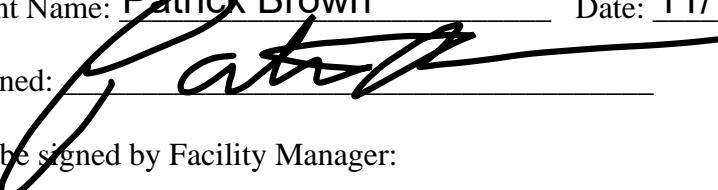
1. WO'S 10656PMQ,10664PMS,10640PMM,10657PMQ,10665-10666PMS
2. BY-PASS FEEDER, EXPAN TANKS, GLYCOL MAKUP UNIT, WATER HEATERS
3. ICE MAKER, REFRIGERATOR, FREEZER, EXIT SIGNS, DOWNSPOUTS,
4. LIGHTING
5. \_\_\_\_\_

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**CERTIFICATION OF WORK**

To be signed by the Contractor:

Print Name: Patrick Brown Date: 11/19/20

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: SSG HOPPER Date: 11/19/20

Signed: 

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

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

**SITE AND BLDG #:** NY127-03

**MECHANIC  
SIGNATURE:**

**DATE:** 11/19/20

**LOCATION/RM #:**

**WO#** 10666

**ASSET #** 190917-731

**START TIME:** 2pm

**FINISH TIME:** 2:30pm

<b>CHECK POINT</b>	<b>CHECKPOINT DESCRIPTION</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.	✓	/	<b>gutters are properly secured</b>
2	Check drain strainers/screens for condition and proper installation.	✓	/	<b>strainers and screens are good</b>
3	If downspouts have heaters, test, operate and correct deficiencies.	✓	/	<b>no heaters</b>
4	Remove all trash, debris or unsecured material from roof area and gutters.	✓	/	<b>no debris</b>
5	Where downspouts discharge onto lower roofs, check if there has been any scouring of the surfacing.	✓	/	<b>no scouring</b>
6	Check for missing or damaged splash blocks.	✓	/	<b>no missing or damaged Splash blocks</b>

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:**