

**CERTIFICATION OF WORK  
PREVENTIVE MAINTENANCE**

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

FACID/Building: MD003 Date of Visit: 3/11/20

Contractor Personnel on Site:

- |                      |            |
|----------------------|------------|
| 1. <u>JOHN BROWN</u> | 3. <u></u> |
| 2. <u></u>           | 4. <u></u> |

**Work Performed:**

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

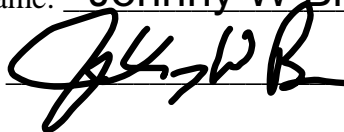
- should be 11893
1. WO'S 11809FQ, 11852QT, 11872SA, 11892SA, 11940PMS, 11863PMQ,
  2. 11882PMSA, 1189PMSA, 11941PMS
  3. FILTERS, GREASE TRAP, CIRCULATING PUPMS, EXPANSION TANK,
  4. HEATERS, RTP, MINI SPLIT, DDC CONTROLLER ,BAS CONTROLER, WALL PACK
  5.

-----

**CERTIFICATION OF WORK**

To be signed by the Contractor:


Print Name: Johnny W Brown Date: 3/11/20

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: Roderick Daniels Date: 3/11/20

Signed: 

E-Mail:

## PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

### DDC CONTROLLER

SITE AND BLDG #: **MD003-01**MECHANIC  
SIGNATURE: \_\_\_\_\_DATE: **3/11/20**LOCATION/RM #: \_\_\_\_\_ WO# **11893** ASSET # **1904**START TIME: **0900** FINISH TIME: **1630**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
SPECIAL INSTRUCTIONS				
1	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	Obtain username and password for login. If not available, contact appropriate company manager to obtain access.			
2	Login into system, check for any alarms currently on system. Make necessary repairs to correct alarms back to normal state.			
3	Check physical condition of the device. Shut off power to the unit.Vacuum any remaining dust. Turn power back on to the unit.			
4	Check all fuses for evidence of heating or weakening.			
5	Check sytem for alarms			
6	Check all plug connections in the panel to ensure the plugs are fully seated.			

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 discription of the deficiency.

To be performed by: HVAC Technician

**Additional Notes:**